



School of Psychology & Counseling

LEAVE OF ABSENCE FORM

_____ Doctoral Program in Clinical Psychology

If you are a student in good standing and cannot continue your study due to unusual personal, professional or academic difficulties, you have the option of a leave of absence (LOA). During leave of absence, students are not registered for any courses, independent study, practica/internships, or dissertation hours. Students who go on leave must complete an Academic Petition form. The cost is \$400 per semester. Students who do not pay the \$400 LOA fee cannot be assured that their place will be held for them upon their return.

The \$400 LOA fee might be waived for medical purposes at the discretion of the program chair. Requests of this waiver must be made to the program coordinator and include documentation of the medical issue.

Name_____ Student ID (required)_____

Semester withdrawing_____ Anticipated Return_____

I understand and agree that a \$400 LOA fee will be charged to my student account each semester for up to one year in order to hold my place in the program unless waived by the Program coordinator for medical reasons.

Student Signature_____ Date_____

_____ (check if applicable) The LOA fee has been waived due to medical reasons.

Program Coord. Signature_____ Date_____

If you have withdrawn from Regent University, and wish to reenter within one year of withdrawing, you must complete the reapplication process.

In addition, former students who have not been enrolled for one calendar year or more and who desire to enroll in the same degree program to which they were originally admitted should apply for readmission through the admissions office. For students who sit out for 1 year or more, their catalogue year will change to the year of readmission. This may result in the need to take additional courses.