



The Graduate School of Islamic and Social Sciences

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REQUEST FOR LEAVE OF ABSENCE

Name: _____ Social Security Number: _____

Degree Program: _____

Semesters of Leave Requested: _____

Reason for Leave:

Student Signature: _____ Date: _____

Advisor's Signature: _____ Date: _____

NOTE: The ten-month and the weekend intensive MA in Social Studies: Islamic Studies programs are cohort programs. Students are encouraged to make every effort possible to graduate with their cohort. Leave of absence should be used only under extraordinary circumstances. Leaves of absence will not be counted in determining how much time remains for a student to complete degree requirements. No degree requirements can be completed during leave of absence, and a student cannot graduate during a leave of absence. Leaves of absence will not alter deadlines relating to completion of specific course requirements, such as completing work in a course for which an "incomplete" grade was received. Please be advised that any financial support will be discontinued.