## HUNTINGDON COLLEGE EVENING STUDIES PROGRAM

## PETITION FOR LEAVE OF ABSENCE

A student in good standing academically and financially who plans not to enroll for an upcoming single semester must notify the College stating the reason(s) (via this form). Leave of absence requires a review of all financial obligations. An approved leave of absence does not necessarily provide the student the same status as current students. An approved leave of absence allows only that the student does not have to go through the readmission process.

Students will have to be readmitted through the regular readmission process if:

- they have been approved for a leave of absence, but do not return in the indicated and approved term (which is not to be more than one term of absence); or,
- a student does not have a completed copy of this form as part of his/her student record in the Office of the Registrar.

Full Name				Self Service ID	
Full Name		Middle	Last	<del></del>	
Home phone (	_)	Other phone (	)	HC e-mail account	
Leave of absence wo	uld be for: TERM	of 20 _			
Reason for leave of a	bsence (check all tha	t apply):			
<ul><li>Completing</li></ul>	Coursework Elsewho	ere			
□ Medical					
<ul><li>Military Ser</li></ul>	vice				
☐ Financial					
Other -If reapetition.	son is other than opt	ions above or furthe	r explanations are i	needed, please attach written explanation to	
Before sub	mitting this petition.	you should follow t	the procedures outli	ined below and check items as completed.	
				vill have upon your term of completion.	
□ De	termine what effect a	leave will have on	financial aid.		
I coutify that the -1-	ovo informatian in a	onnoct and all arres		hoon completed. I also soutify that if Jami'r and	
				e been completed. I also certify that if during my ts sent to Huntingdon College immediately after	
the completion of th		sity, I will have my	official transcript	is sent to Huntinguon Conege minieuratery after	
the completion of the	c courses.				
Student Signature			Date		
Advisor:			stradout bos somer		
				Ited with you concerning his/her leave of absence leave. Please feel free to attach any additional	
comments to this for	•	ar accision regardi	ing this petitioned	reave. Trease teel free to attach any additional	
	nis student's request t				
☐ I deny this s	student's request for a	a leave of absence fr	om Huntingdon Co	ollege.	
A decise a Ci emeterno				Deter	
Advisor Signature: _				Date:	
		ng from:			
Confirmation of cle	arance/good standii				
Confirmation of cle	☐ Student Accoun		Approved by	Date	
		t Manager	Approved by Approved by		
	☐ Student Accoun	t Manager		Date	
	□ Student Accoun □ Director of Fina □ Registrar	t Manager	Approved by	Date	
	□ Student Accoun □ Director of Fina □ Registrar	it Manager uncial Aid	Approved by Approved by	Date	