



GRADUATE STUDIES
 105 FPH, Provo, UT, 84602
 Tel: (801) 422-4091
 Web: <http://graduatestudies.byu.edu>
 Email: gradstudies@byu.edu

Leave of Absence
 ADV Form 5

IMAGING: GRSLeave
 Admit Year/Term:

Please complete form and return to Graduate Studies (105 FPH) with appropriate official documentation attached.

Student Information			
Name _____		BYU ID Number _____	
Current Mailing Address _____		Graduate Department _____	
City _____	State or Province _____	Postal Code _____	Country _____
Graduate Program _____		Graduate Degree _____	
Telephone Number _____		E-mail Address _____	
Country of Citizenship _____		US Permanent Resident # (If applicable) _____	
Semester/Term and Year Admitted: <input type="checkbox"/> Fall <input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer _____ Year			
Leave of Absence Information			
Reason for leave of absence: <input type="checkbox"/> Medical <input type="checkbox"/> Military <input type="checkbox"/> Mission			
Are you currently registered for classes? <input type="checkbox"/> Yes <input type="checkbox"/> No			
If yes, will you be completing the current semester/term? <input type="checkbox"/> Yes <input type="checkbox"/> No*			
Semester/term and year to begin absence: <input type="checkbox"/> Fall <input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer _____ Year			
Anticipated semester/term and year to return/register: <input type="checkbox"/> Fall <input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer _____ Year			
*If no, please contact the Discontinuance Office (B-150 ASB, ext. 2-7705) upon completion of this form.			
Student Signature			
I have attached the appropriate official documentation (e.g., doctor/therapist letter, military papers, mission call). In addition, I understand that the time spent in a leave of absence will not extend the time limit for degree completion (five years for master's degree and eight years for doctoral degree).			
I also understand that if I am serving an LDS mission, my ecclesiastical endorsement will expire during my leave. Therefore, I will need to obtain a new endorsement (see endorse.byu.edu). Be sure to click on "Currently Serving Missionary."			
If I have been on a medical or military leave and my ecclesiastical endorsement expires, I will obtain a new endorsement by clicking on "Applicants" at endorse.byu.edu and select "I am resuming a graduate studies program."			
Printed Name of Student _____		Original Signature of Student _____	
		Date _____	

Office Use Only <input type="checkbox"/> REG01 <input type="checkbox"/> ADV13 <input type="checkbox"/> ADV12	<input type="checkbox"/> Mailed to department <input type="checkbox"/> Mailed to student <input type="checkbox"/> Mailed to Int'l Services	Initials: _____	Date: _____
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