

REQUEST TO RETURN FROM A LEAVE OF ABSENCE

M.Arch., M.R.P., and M.F.A. ONLY

College of Architecture, Art, and Planning

Cornell University

Return from a voluntary leave of absence is at the discretion of the graduate field committee, and funding is not guaranteed. Requests for spring-semester return must be made by October 1, and requests for fall-semester return must be made by March 1.

STUDENT INFORMATION

Last Name: Cornell ID #:

First Name: Net ID:

Program: Alt. Email:

Are you here on a student visa?: Yes No ** If yes, please see International Students section below for important details.*

LEAVE REQUEST

I am requesting to return from a leave of absence for:
(Fall/Spring) (Year)

My last semester in attendance was:
(Fall/Spring) (Year)

Please attach a semester-by-semester academic plan outlining how all remaining degree requirements will be satisfied.

Student Signature: Date:

* INTERNATIONAL STUDENTS ONLY

International students are required to contact the International Students and Scholars Office (ISSO).

Please visit the following ISSO site for important information about return from leave requirements for international students: http://www.isso.cornell.edu/immigration/f1/loa_in_absentia.pdf

APPROVAL OF PLAN

Registrar/Graduate Field Assistant Approval of Academic Plan: Date:

DEPARTMENT USE ONLY

Financial Support Status: Will **NOT** receive Cornell University funding this semester.

Awards: \$ Scholarship: \$

Teaching Assistantship: \$ Fellowship: \$

Department Chair Signature: Date:

Department Manager Signature: Date:

FINAL DECISION ON RETURN REQUEST

- Granted, effective _____, with _____ expected graduation term.
 Granted with conditions, effective _____, with _____ expected graduation term.
 Denied

Admissions and Academic Services: Date:

OFFICE USE ONLY

PS Term History PS Program/Plan/Grad term Funding in PS: \$

PS Tuition Calculation FileMaker Date Processed:

- Copy to Student
 Copy to ISSO
 Copy to Department
 Update Listerv