



## Leave of Absence

A leave of absence for a period of time no longer than one calendar year may be granted to currently enrolled students in good standing (GPA of at least 3.00) after completion of at least 1 semester of course work relevant to the degree as a classified graduate student at the University of Hawai'i and upon the recommendation of the Chair of the graduate field of study and approval by the Dean of the Graduate Division. The date of return from a leave must be set at the time the leave is requested.

Students not returning from leave on time will be required to petition for readmission to the University in accordance with the established regulations. Students who are readmitted will be subject to the degree requirements in effect at the time of readmission.

Students on approved leave do not pay tuition or fees. No leave should be requested if the student will be using university facilities or faculty or staff services. Time on approved leave is not counted against the seven year limit for completion of degree programs. If you wish to return sooner from an approved leave, please write or call this office (956-8500) by the deadline specified below.

Summer	-	March 1
Fall	-	April 1
Spring	-	October 1

Students who must maintain full time enrollment because of their status as veterans, foreign students, East West Center grantees, or guaranteed student loan recipients, must register for the required minimum number of credits each semester. Leaves of absence may be considered for such students if approved by the respective office(s) and the Graduate Division.