



BLESSING-RIEMAN

College of Nursing & Health Sciences

LEAVE OF ABSENCE REQUEST

A student, who wishes to leave Blessing-Rieman College of Nursing but may wish to return at a later date, must apply for a Leave of Absence. It may be granted for one or two semesters with the acquisition of the required signatures. Having been on an approved leave of absence does not guarantee an opening in the class the student may wish to enter upon returning. Should a student not return at the expected time, they will automatically be withdrawn from the program unless the college is contacted by the student.

STUDENT NAME _____ CLASS _____

LOCAL ADDRESS _____

PERMANENT ADDRESS _____

CUMULATIVE GPA _____

NURSING GPA _____

REASON FOR LEAVE REQUEST _____

LEAVE START DATE _____ DATE PLANNING TO RETURN _____

STUDENT SIGNATURE _____ DATE _____

OFFICE USE ONLY

Institutional LOA

Title IV LOA

The following signatures are to be obtained by the student in the order listed. The leave is granted only when all of the following have approved.

Title	Signature	Approve	Disapprove
Faculty Advisor			
Financial Aid Coordinator			
Student Services			
Library			
Registrar			
IT			