# Office of the Registrar

## APPLICATION FOR LEAVE OF ABSENCE

### STUDENT INFORMATION (undergraduate students only)

Name: ___________________________ GU ID#: ___________________________

Advisor’s Name: ___________________________ Phone#: (______) ___________________________ [ ] Cell [ ] Home

Students requesting a Leave of Absence must consult with the Office of the Registrar. As necessary, the Office of the Registrar will assist students in acquiring approvals from the following offices: Financial Aid, Student Accounts, and Student Development.

Notification of registration dates for semester following the Leave of Absence will be sent to your ZAGMAIL account.

**NOTE: APPROVAL OF THIS APPLICATION IS SUBJECT TO CLEARANCE FROM THE OFFICE OF COMMUNITY STANDARDS.**

Student Signature: __________________________________________________________________________ Date: ___________________________

### INFORMATION FOR LEAVE OF ABSENCE

Semester(s) of Absence: ___________________________ Reasons for Absence-- [ ] Confidential [ ] Described Below:

<table>
<thead>
<tr>
<th>Office Use Only</th>
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<tbody>
<tr>
<td>Cumulative GPA:</td>
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<tr>
<td>Eligible for L.O.A.?</td>
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<tr>
<td>[ ] Yes [ ] No</td>
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Registrar Signature: ___________________________ Date: ___________________________

WHITE—Registrar
YELLOW—Advisor
PINK—Dean of Students

College Hall Rm 229 • AD Box 83 • Spokane, WA 99258-0083 • Phone (509) 313-6592 • Fax (509) 313-5828

Revised 12/9/15