

TEXAS TECH UNIVERSITY  
SCHOOL OF LAW

LEAVE OF ABSENCE FORM

This request must be approved by the Associate Dean for Academic Affairs, Financial Aid Advisor, and returned to the Law School Registrar prior to leaving the law school.

STUDENT'S NAME: \_\_\_\_\_ STUDENT ID# R \_\_\_\_\_

EFFECTIVE DATE: \_\_\_\_\_

ADDRESS DURING ABSENCE:

\_\_\_\_\_

\_\_\_\_\_

City	State	Zip Code
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PERSONAL E-MAIL ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

LEAVE BEGINS:  
\_\_\_\_\_ (semester) \_\_\_\_\_ (year)

RETURN TO CLASS:  
\_\_\_\_\_ (semester) \_\_\_\_\_ (year)

\* Leave will be granted for a period no longer than one academic year.

REASON FOR REQUESTED LEAVE:

\_\_\_\_\_  
\_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Under the Department of Education Title IV regulations, the Law School may be required to return a certain amount of your federal loan funds to the Department of Education. If you owe the Law School money as a result of our return of those funds, Student Business Services will bill you for the amount you owe the Law School.

A student on leave should contact the Law School Registrar three months before the beginning of the semester for which the student is returning.

Leave of Absence Approved: \_\_\_\_\_ Date: \_\_\_\_\_

Alison G. Myhra  
Associate Dean for Academic Affairs

ACADEMIC STATUS UPON RETURN: Good Standing \_\_\_\_\_  
Academic Warning \_\_\_\_\_

CONDITIONS FOR RETURNING: \_\_\_\_\_  
\_\_\_\_\_

Do you receive a scholarship? Yes No

Financial Aid Advisor: \_\_\_\_\_ Date  
Josh Hernandez

Registration Hold? \_\_\_\_\_ Yes (must be cleared beforehand) No