



UNIVERSITY of HAWAI'I MĀNOA

Leave of Absence Application

A leave of absence is allowed for any Fall or Spring term for which a student does not wish to enroll in classes, but intends to return within two semesters. A student on a leave of absence registers as a continuing student for the semester of return. Return the signed application to your College or School Student Academic Services Office for review.

PLEASE PRINT:

Name: Family/Last First Middle
UH Number: Email: @hawaii.edu
First Semester of Leave: Semester of Return:

International Students ONLY: Nonimmigrant students and their dependents must maintain an appropriate visa status at all times.

Are you a U.S. permanent resident? Yes No. If no, indicate visa type (e.g. J-1, F-1):
Will you remain in the U.S. during this period? Yes No. If no, I will depart the U.S. on and return on

PLEASE READ THE FOLLOWING AND SIGN BELOW:

- You must notify the Office of Admissions (Residency Officer) of any change in your tuition status.
You will return to the same college, major and degree program that you left.
If you do not re-enroll for the approved semester of return, as indicated above, you will be considered to have withdrawn without notice and must apply for re-admission using the System Application Form (including the application fee). You will be subject to the core, major and graduation requirements in effect at the time of re-enrollment.
If you enroll in any other college or university during your leave of absence, your leave will be canceled and you must apply as a transfer student using the System Application Form and have official copies of your transcripts sent to the Office of Admissions in accordance with regular application deadlines.
If you should be placed on suspension or dismissal, your leave will be canceled. Suspended or dismissed students are required to satisfy the conditions of his/her academic action.
If you have ever received a financial aid loan, this leave of absence shall not defer your loan.
To register for classes when you return (the semester indicated above), please visit STAR GPS Registration. Important registration information will be sent to your hawaii.edu email account.

Student's Signature Date

TO BE COMPLETED BY COLLEGE OR SCHOOL STUDENT ACADEMIC SERVICES OFFICE:

This Leave of Absence is approved.

Student Academic Services Representative's Signature Date

OFFICE OF THE REGISTRAR USE ONLY:

Before 1st Day of Semester (continuing students):
On or After 1st Day of Semester:
Initials: Date:
Update General Student:
International Student: