# APPLICATION FOR LEAVE OF ABSENCE FROM COLLEGE
## STATE UNIVERSITY OF NEW YORK COLLEGE AT GENESEO

Name _____ #G00 _____
Last First

On-campus Address _____

Permanent Address _____

Date Last Attended Class _____ Effective Date of Leave _____

Semester and Year You Plan To Return _____ If you plan to live on campus when you return from Leave, please notify the Residence Life Office, Schrader 131, (585) 245-5726.

Major _____ Gender M ☐ F ☐ Present Class_____

GPA _____ Students must have a minimum GPA of 2.0 on the date the Leave becomes effective.

Will you be attending another college during your leave? Yes ☐ No ☐

If yes, where _____

Will you be studying abroad under the sponsorship of an institution other than the State University of New York? Yes ☐ No ☐ If yes, where? _____ Please contact the Study Abroad Office, (585) 245-5546

If yes to either of the above, see **Policies and Procedures** for taking courses while on Leave of Absence. Also, if you are eligible for financial aid and wish to use your financial aid during the period of your Leave, you must make an appointment to discuss this matter with a financial aid advisor in the Office of Financial Aid, Erwin Hall 104, (585) 245-5731.

Reason for Leave (Rank **pertinent** reasons in order of importance: 1, 2, etc.)

_____a) Preference for a different academic experience

_____b) Dissatisfaction with current academic performance

_____c) Dissatisfaction with relationship(s) with College staff

_____d) Family factors (illness, marriage, relationship difficulties)

_____e) Financial problem(s)

_____f) Physical health problem(s)

_____g) Emotional problem(s)

_____h) Other (please specify)_____

**Be Aware that an Academic Dismissal will void a Leave of Absence**

I have read the policies pertaining to the Leave and understand the provisions that pertain thereto. If I do not return by the date specified above and have not been granted an extension of this Leave, I realize that the Leave is void.

_____ _____
Signature Date

Return this form to:
**Office of Enrollment Services**
SUNY Geneseo, 221B Erwin Hall
1 College Circle, Geneseo, New York 14454
Phone: (585) 245-5619, FAX: (585) 245-5628