



Master of Liberal Arts & Sciences Request for Leave of Absence, of up to 12 months

A request for leave is not required for summer terms. After a Leave of Absence students must complete the MLAS Application Update form and be approved by the MLAS Program Director at least one week prior to registration for the re-enrollment term. Students who do not successfully complete an MLAS course in any 12-month period or more must submit the Application Update form for approval by both the MLAS Program Director and the Graduate Council.

This section to be completed by student:

Student's Name _____

Student ID Number _____

Period for which leave is requested: Fall ___ 20___ and/or Spring ___ 20___

Reason _____

Expected semester of re-enrollment _____

Student's Signature _____ Date _____

Return to: MLAS Program Office, UNC Asheville, 1 University Heights, CPO 1860, Asheville, NC 28804 or email to the MLAS Program Office.

This section to be completed by Program Director:

Approved ___ Denied ___

If denied, reason: _____

Director's Signature _____ Date _____

(A signed copy of document must be in your MLAS file)