
POLICY NAME: Leave of Absence

Responsible Party: Office of Student Affairs

Applies To CMED: Faculty Students Residents Staff Administration

Approval Date: 7/17/2019 Curriculum Committee

Policy Procedure

PURPOSE:

The purpose of this policy is to protect students who may need to temporarily leave the MD Program but plan to return within a specified timeframe or whom are unable to successfully meet the requirements of medical school.

DEFINITIONS:

- **Leave of Absence (LOA)** – is a temporary suspension of medical school studies for a period of one month or longer, not to exceed one year.
- **Deferment** – delaying medical school studies for a period of at least 4 weeks not to exceed 8 weeks.

POLICY STATEMENT:

A student may request a leave of absence or deferment. Students may need time away from school due to, but not limited to, the following situations:

- Personal - which may include, but not limited to:
 - Medical – may require a supporting letter from a physician.
 - Research or clinical fellowship programs
 - Military duty
- Academic

RELATED POLICIES:

- [Failure of USMLE Step 1 Examination](#)
- [Failure of USMLE Step 2 Examination](#)

The College of Medicine reserves the right to make exceptions, modify or eliminate this policy and or its content. This document supersedes all previous policies, procedures or guidelines relative to this subject.

Policy History	
8/1/2013	Initial approval by Curriculum Committee
2/17/2016	Revised and Approved by Curriculum Committee
7/26/2016	Reviewed and Approved by Curriculum Committee
7/17/2019	Revised and Approved by Curriculum Committee