

## 509.12 Leave of Absence

Bolded text indicates issue for discussion or a proposed change

In recognition of the effects that life circumstances (e.g. childbirth, military service, illness, care for family members, etc. may have on the time and energy that graduate students have to devote to their educational programs, UA Little Rock allows students in such circumstances to apply for a leave of absence of **up to two semesters (not including summer)** during which time they do not intend to make academic progress toward the completion of their degree. During this time, students will not be using UA Little Rock resources in pursuit of their degree. The time taken on an approved leave of absence will not be counted against the student's 7-year time limit to complete a master's degree or 10-year time limit to complete a doctoral degree (see Policy 509.11, Graduation Requirements).

### *Duration of Leave*

**Students may apply for a leave of absence for one semester or for two semesters.** A leave of absence will not ordinarily be granted for more than one academic year. Leaves requested for a longer period are approved only in exceptional circumstances. **An approved leave for one semester will be extended to a second contiguous semester as needed, if so requested by the applicant prior to the expiration of the approved one-semester leave of absence.**

### *Process to Request a Leave of Absence*

**A leave of absence for legitimate reasons must normally be requested and approved prior to the beginning of the academic term for which it is being requested.** [Remainder of policy to stand as written]

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### **Points for Discussion:**

- The policy as currently written gives a time advantage to students who request a leave of absence in the spring.
- What about students who know in advance they will need more than a year?
- Is it reasonable to expect students to ask for leaves of absence *before* the semester they need it?