

# Leave of Absence

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The purpose of a Leave of Absence (LOA) is to allow undergraduate and (non-law) graduate students to interrupt continuous enrollment for up to three semesters without having to apply for readmission. A LOA is not required for summer sessions. A LOA request must be submitted to the university registrar's office prior to the first day of classes of the semester in which leave would begin; however, students are encouraged to initiate a request as early as possible after the semester preceding the requested leave has concluded. In the case of exigent circumstances, a LOA may be granted while a semester is in progress with the approval of the Academic Dean. If a LOA is granted during a given semester, the student will receive a grade of "W" or "I" as determined by the course instructor.

A LOA occurs when a student separates from the University and, at the time of departure, fully intends to return (up to three semesters). After a separation of more than three semesters, students seeking to return to St. Mary's must apply for readmission. For more information on the Leave of Absence policy, visit the policy library (<https://www.stmarytx.edu/policies/academic-affairs/leave-of-absence-policy-for-non-law-students/>).