

### Leave of Absence Form for Doctoral Degree Candidates

This is the Leave of Absence form for doctoral students who have advanced to candidacy and need to stop out for reasons described in the Leave of Absence policy in the Graduate Catalog

Student Name: _____	Texas State ID: _____
Major: _____	Degree (check one): <input type="checkbox"/> Ph.D. <input type="checkbox"/> Ed. D.
Texas State Email: _____	Permanent Email: _____
Anticipated Dates of Leave – From: _____	To: _____
Reason for Leave of Absence: _____	
_____	
_____	

Are you an International Student?  Yes  No

**NOTE:** *International Students must inform the International Student and Scholar Services (ISSS) prior to requesting a Leave of Absence*

Please initial next to each item to certify the following information. All items must be initialed before a Leave of Absence can be granted.

\_\_\_\_\_ I have read, and I understand the Leave of Absence Policy found in The Graduate College Catalog.

\_\_\_\_\_ I understand that no support (faculty assistance, university resources, etc.) may be provided to me while on a Leave of Absence from Texas State University.

\_\_\_\_\_ I am responsible for consulting with offices outside of The Graduate College (Financial Aid, Student Business Services, Student Health Center, etc.) about the impact of not maintaining enrollment in my degree program.

\_\_\_\_\_ I agree to abide by the policy and submit any paperwork and/or fees needed upon my re-entry to Texas State.

Student Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Signatures below indicate the approval of the above recommendation:

Printed Name	Signature	Date
_____	_____	_____
Dissertation Committee Chair/Co-Chair		
_____	_____	_____
Co-Chair (if applicable)		
_____	_____	_____
Doctoral Program Director		
_____	_____	_____
Department Chair		

#### For The Graduate College Use Only

Based on the recommendation above, the Doctoral Leave of Absence is:    Approved     Disapproved

\_\_\_\_\_

\_\_\_\_\_

Dean or Associate Dean of The Graduate College

Date