

Medical Leave

A matriculated student who, because of a serious medical condition that requires extended inpatient treatment in a medical facility and/or ongoing outpatient medical treatment, becomes unable to complete the academic requirements and/or unable to meet the program's technical standards and/or the requirements of the Student Code of Conduct, may apply for a formal Medical Leave of Absence (MLA) for up to 2 consecutive semesters.

Students considering an MLA should be aware that granting of such leave does not relieve a student from financial responsibility to the college. A student seeking MLA who is also a financial aid recipient should contact the Financial Aid Office to discuss the leave and any potential implications for changes in eligibility. Students who have concerns about health insurance coverage may wish to consult www.michelleslaw.com for important information.

Students requesting MLA must:

- Provide a letter to the VPAWE identifying their program of study, the medical reason for the request, the proposed date on which the leave would begin, and the proposed date of readmission
- Provide the VPAWE documentation of the medical condition from a licensed healthcare professional directly involved in the student's treatment sufficiently comprehensive to facilitate the decision-making process.

The VPAWE (or designee) will decide the appropriateness of the leave request and notify the student in writing whether the request for MLA was granted and what conditions for readmission may apply. Students whose MLA requests are granted will not be required to reapply for admission at the end of the leave period provided all conditions for readmission have been met. These may include, but are not limited to, submission of documentation from a licensed healthcare professional directly involved in the treatment of the student's condition that is sufficiently comprehensive to provide reasonable assurance that the returning student will be able to meet all college academic, technical, and behavioral requirements; an in-person meeting with the VPAWE and/or the student's program department chair; compliance with any new admission criteria implemented in the student's absence; following a new curriculum plan that may have been implemented in the student's absence; and/or repeating courses and/or clinical experiences to ensure clinical competence following the absence.

Students wishing to return to a residence hall may be required to meet additional, separate criteria. Students should directly negotiate any return to residence life with the college's Student Affairs Office.

Students who choose to seek MLA under the provisions of this policy should be aware that information they voluntarily disclose during the application and readmission processes will be handled under the confidentiality guidelines of FERPA and disclosed only to those persons with a direct academic need to know.