LEAVES OF ABSENCE

Continuous registration as a graduate student is required unless a formal leave of absence is granted by your school. Graduate students request leaves for a wide variety of reasons, including:

• Medical Leave to manage a medical concern.
• Family Leave for the birth or adoption of a child, child care, or care of an immediate family member (spouse, domestic partner, child, or parent) with a serious health condition. Family Leave includes library access, and stops the clock on academic requirements, including service requirements, for the duration of the leave.
• Military Leave to complete military service, which stops the clock on academic requirements, including service requirements, for the duration of the leave.
• Personal Leave to work on a political campaign, pursue career-related opportunities, or other reasons.

Students typically take a leave for one or two semesters. Individual circumstances may require more or less time; the maximum length of time is set by the school. Students considering a leave should consult their graduate group first. When preparing to take a leave, graduate students should connect with appropriate campus resources, such as Student Financial Services, Student Health Service, Counseling & Psychological Services, International Student & Scholar Services, and Grad Housing.

In some cases, graduate students on leave and not registering for courses may still utilize the Library, with the permission of their graduate group.

Graduate students should remain in contact with their faculty advisor while on leave. Your school may add additional requirements for your return. When preparing to return, students must consult their graduate group to develop a plan that includes connection with appropriate resources.

Procedures for requesting New Parent Accommodation and/or Family Leave (http://catalog.upenn.edu/pennbook/academic-rules-phd) are governed by University policy (http://catalog.upenn.edu/pennbook/academic-rules-phd).

Procedures for requesting other kinds of leave vary by school.

School specific policies:

• Annenberg School for Communication (https://www.asc.upenn.edu/academics/graduate-program/annenberg-school-policies/funding-and-financial-policies)
• School of Arts and Sciences (https://www.sas.upenn.edu/graduate-division/resources/leave-absence)
• Graduate School of Education (http://www.gse.upenn.edu/policies/absence)
• School of Engineering and Applied Science (http://www.seas.upenn.edu/graduate/handbook/g-academic.php)
• Perelman School of Medicine (Biomedical Graduate Studies (http://www.med.upenn.edu/bgs/LOAPolicy.shtml)