



REQUEST FOR LEAVE OF ABSENCE OR WITHDRAWAL

Students must sometimes interrupt their studies for a variety of reasons (financial, academic, or personal). A student may leave the School of Nursing (SON) by either taking a leave of absence (leaving the school temporarily with the firm and stated intention of returning) or by withdrawing from the school (leaving the school with no intention of returning). It is expected that a student will meet with academic/faculty adviser to discuss this decision and/or use the academic resources available to assist with this decision.

The Johns Hopkins School of Nursing is teaching out all tracks of the MSN NP and MSN CNS degree. All currently enrolled students must complete all coursework by May 2020. It is important to note that a Leave of Absence will impact completion of the MSN. Please work with the Track Coordinator for your specific track to verify if a Leave of Absence is possible for you to complete by May 2020.

Name: _____ ID: _____

Email Address: _____

Phone Number: _____ Date: _____

Academic Program & Level/Semester: _____

Please check the appropriate box:

- I am planning to withdraw from JHSON.
- I am requesting a Leave of Absence and plan to return on (date) _____
Should my program curriculum or plan of study change or cease during my Leave of Absence, I understand I will be required to follow the curriculum/plan of study offered at the time of my return or reapply for admission to a new program.

Reasons for Request/Please check the appropriate box:

- Academic
- Finances
- Medical
- Military Service
- Personal
- Other (Briefly Describe)

RETURN TO: Office of the Registrar, Student House 210 or via e-mail to lblank1@jhu.edu.

Student Signature: _____ Date: _____

Track Coordinator/Adviser Signature: _____ Date: _____

Program Director Signature: _____ Date: _____