

# Office of Graduate Studies

Minnesota State University, Mankato  
AF 115  
Mankato, MN 56001

## Psy.D. Student Leave of Absence Request

Psy.D. students are eligible to apply for a leave of absence prior to obtaining doctoral candidacy and/or registering for dissertation credits. Leave of absence requests must be approved by the Doctoral Program Committee and by the Dean of Graduate Studies. Typically, a leave of absence will be approved up to two academic years with a minimum absence of one year. The period of authorized leave of absence is not counted as part of the time allowed for completing all doctoral degree requirements. Students granted a leave of absence are not expected to be progressing toward the completing of degree requirements during that time period. Likewise, during leave they are not to engage in program related research or analysis, work with faculty, take examinations, or use University facilities available to registered students.

Name: \_\_\_\_\_ Tech ID: \_\_\_\_\_

Address: \_\_\_\_\_

Email Address: \_\_\_\_\_

Phone Number: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

Leave is requested for the following period of time: \_\_\_\_\_

Reason for Requested Leave of Absence:  
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Department Decision:                      Approve                      Disapprove

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Advisor or Grad Program Coordinator Signature                      Date

Graduate Studies Decision:                      Approve                      Disapprove

\_\_\_\_\_  
Graduate Studies Signature                      Date