

Leave of Absence and Continuous Enrollment Form

Student Information

Last Name		First Name	
GWID		GW Email	@gwmail.gwu.edu
SEAS Major/Field of study		Degree	<input type="checkbox"/> B.A. <input type="checkbox"/> B.S. <input type="checkbox"/> M.S/MEng <input type="checkbox"/> Ph.D
Department		Semester/Year	

Instructions:

1. Complete all requests for information on this form
2. Attach completed University and/or SEAS form(s) needed for the requested action (e.g. RTF, H/SS form)
3. Have your Professional/Faculty Advisor review your petition and complete the Advisor Section below
4. Submit this completed form to the Student Services and Advising office for Associate Dean's review

Status Request Continuous Enrollment Leave of Absence

Explanation (If additional space is needed, attach typed sheet):

Please check this box to indicate you understand and read the [GW Bulletin](#) policies outlining the rules and regulations of this request.

Required Signatures

Student Signature		Date	
Advisor Decision	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove		
Advisor Signature		Last Name	Date
Submit to Student Services and Advising Office for Associate Dean's Review			
Associate Dean Decision	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove		
Associate Dean Signature		Last Name	Date

For Advising Office Use Only

Submit forms to:
 SEAS Student Services and Advising
 Science & Engineering Hall, Suite 2500
Undergraduate - seasadvising@gwu.edu
Graduate - seasgrad@gwu.edu