A student may request or be required to take a leave of absence with the occurrence of a medical problem, substantial personal problem or as recommended by the Student Performance Committee. Students requesting a leave of absence must apply to the dean of TCOM. In the event of a medical problem, the request must be accompanied by a letter from the treating physician or a licensed professional describing the nature of the disability for which the leave is requested and the estimated length of time needed for recovery.

After consultation with the student, the dean of TCOM will decide whether or not the leave will be granted and the conditions under which the student may return to school. Students must report to the Office of Student Affairs to obtain a Leave of Absence Form and complete it before they are officially placed on an approved leave.

Before a student may be readmitted, a written request for readmission must be submitted by the student to the dean of TCOM. In the case of a medical leave, a letter from the treating physician or a licensed professional must accompany the readmission request stating that the student has recovered from the disability for which the medical leave was granted and is able to participate in a full academic program.

**Application.**
All TCOM Students

**Definitions.**
None.

**Procedures and Responsibilities.**

**References and Cross-references.**