

Medical Leave Policy

The medical leave policy applies to a matriculated student with a **serious medical condition** requiring extended inpatient treatment, and/or ongoing outpatient medical treatment affecting the student to complete his/her academic requirements. The medical leave policy also applies to matriculated students unable to meet the program technical standards and/or the requirements of the Student Code of Conduct. A medical leave absence can be granted for up to three consecutive semesters.

Students considering a Medical Leave of Absence should be aware that **granting of such leave does not relieve a student from financial responsibility to the College**. A student who is seeking a Medical Leave of Absence who is also a financial aid recipient should contact the Financial Aid Office to discuss the leave and any potential implications for changes in financial aid eligibility. Students who have concerns about continuing health insurance coverage may also wish to consult [Michelle's Law](#) for important information.

Students requesting Medical Leave of Absence must:

- Provide the medical leave form to the Vice President of Academic and Student Affairs.
- Provide the Vice President of Academic and Student Affairs documentation of the medical condition from a licensed health care professional directly involved in the treatment of the student's particular condition that is sufficiently comprehensive to facilitate the decision-making process.

The Vice President of Academic and Student Affairs (or designee) will decide the appropriateness of the leave request and notify the student in writing whether the request for a medical leave of absence was granted and what conditions may apply. Students granted a medical leave will not need to re-apply for admission at the end of the leave period, if all requirements are followed for the leave of absence.

Conditions for granting a medical leave of absence may include, but are not limited to, submission of documentation from a licensed health care professional directly involved in the treatment of the student's particular condition. Documentation must sufficiently provide reasonable assurance that the returning student will be able to meet all college and program academic, technical, and behavioral requirements.

Students who choose to seek Medical Leave under the provisions of this policy should be aware that information they voluntarily disclose during the application and readmission processes will be handled under the confidentiality guidelines of the Family Educational Rights and Privacy Act (FERPA) and disclosed only to those persons with a direct academic need to know.