



LEAVE OF ABSENCE (LOA) NOTIFICATION FORM

Report Extended Leave of Absence from Missouri State University

I. PERSONAL INFORMATION

Name	Student ID Number
<input type="text"/>	<input type="text"/>
Degree Level	Program of Study (Major)
<input type="text"/>	<input type="text"/>
Email (most frequently checked email)	Telephone
<input type="text"/>	<input type="text"/>

II. FOR STUDENTS ENGAGED IN A MSU-SPONSORED STUDY AWAY EXPERIENCE

- Student will be engaged in authorized graduate study/research/employment abroad
- Student will be engaged in authorized Study Away term(s)

Dates

Dates of Travel

- Student will be registered at Missouri State University each academic semester throughout the temporary leave of absence
- Other. (Please explain)

Academic Advisor:

I recommend the above-named student be authorized for a temporary leave of absence.

Date (M/D/Y)

Print & Sign

II. FOR STUDENTS DEPARTING THE U.S. TEMPORARILY

- I am leaving the U.S. temporarily for personal reasons

Date of departure.

Intended semester of return

Student' Signature

Date (M/D/Y)

Academic Advisor:

I am aware of the student's request for a temporary LOA and have advised the student accordingly.

Print & Sign

Date (M/D/Y)

PLEASE NOTE:

- If you are departing the U.S. for less than 5 months, contact International Services 60 days prior to your intended date of return to have your SEVIS record and I-20 "re-activated".
- If you are departing the U.S. for more than 5 months, you will need to apply for a new initial I-20 and pay the I-901 SEVIS again.