

**The University of Melbourne
Faculty of Medicine, Dentistry and Health Sciences
School of Medicine**

LEAVE OF ABSENCE FOR SEMESTERS 8-12

Students wishing to interrupt their studies for up to one year must obtain approval from the Dean. Any student considering leave is asked to discuss it with their Clinical Dean or Year Co-ordinator in the School of Medicine office.

Students requesting leave of absence from the clinical years of the course (Semesters 8-12) will be required to apply at least two months before the beginning of the first semester of their leave of absence.

Ordinarily, leave is supported for one year where the circumstances are appropriate. Leave of absence is rarely granted after a semester has commenced. Under normal circumstances, students will only be granted one year's leave of absence during the course of their studies.

Only in unusually persuasive circumstances will leave be permitted between semesters 8 and 9.

Please detach and return to the School of Medicine Office.

APPLICATION FORM				
Student No:	_____			
Student Name:	_____			
Address:	_____			

Clinical School:	RMH/WH	ARMC/NH	STV/GH	RCS
I wish to apply for Leave of Absence beginning	_____			
I will recommence Semester _____ on	_____			
Reason for Application (you may attach further information or documentation)				
Date:	_____			
Student Signature:	_____			
Endorsed by Clinical Dean:	_____			
Endorsed by Dean of Faculty:	_____			