# Leave of Absence / Withdrawal Petition

**Directions:**
This form is to be used by students who are requesting a leave of absence from the School of Law or are withdrawing completely from the school.

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**All information below must be completed**

Students receiving financial aid are encouraged to meet with Student Financial Services to discuss the implications of withdrawing or taking a leave of absence.

### Student

<table>
<thead>
<tr>
<th>Full Name:</th>
<th>Seattle U ID:</th>
</tr>
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<tbody>
<tr>
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</table>

<table>
<thead>
<tr>
<th>E-mail Address:</th>
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<tbody>
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</tbody>
</table>

- [ ] Withdrawal
- [ ] Leave of Absence

Planned Date of Return: [ ]
Last day of attendance: [ ]

Reason for withdrawal or leave of absence:
- [ ] Academic
- [ ] Financial
- [ ] Health
- [ ] Transfer
- [ ] Other

Explanation:

_____________________________________________________________________________________
_____________________________________________________________________________________

Student Signature: [ ]
Date: [ ]

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### Associate Dean

- [ ] Withdrawal
- [ ] Leave of Absence

Exp. Date of Leave: [ ]
Refund: [ ] %

Official Date of Leave: [ ]

Comments:

_____________________________________________________________________________________
_____________________________________________________________________________________

Dean Signature: [ ]
Date: [ ]

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### Student Financial Services

If you have received federal or private loans, you are obligated under the terms of your promissory note to notify your lenders when you take a Leave of Absence or Withdraw.

- [ ] Exit Interview
- [ ] Retire Files
- [ ] Repayment Lender
- [ ] Refund Calculated
- [ ] Financial Services Signature
- [ ] Date

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### Business Office

Comments:

_____________________________________________________________________________________

Business Office Exit Interview Completed: [ ]
Business Office Signature: [ ]
Date: [ ]