

# University of Washington Graduate School

## Petition for On-Leave Status

Please fill in the blanks clearly, with complete information.

Name : \_\_\_\_\_ Student Number : \_\_\_\_\_  
(print) Last First Middle

Permanent Mailing Address : \_\_\_\_\_  
(print) Street City State Zip

Email Address : \_\_\_\_\_ Phone Number : \_\_\_\_\_

Major Department : \_\_\_\_\_

I wish to apply for On-Leave Status for a total of \_\_\_\_\_ quarters. The maximum is four consecutive quarters. On-Leave Status will be granted only for those quarters checked below: (If requesting Spring quarter, Summer Quarter is added automatically.)

Autumn 20 \_\_\_\_\_  Winter 20 \_\_\_\_\_  Spring 20 \_\_\_\_\_  Summer 20 \_\_\_\_\_

Reason for On-Leave Status request : \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Student Signature : \_\_\_\_\_ Date : \_\_\_\_\_

Approval required by Department Faculty Graduate Program Coordinator (GPC) : \_\_\_\_\_  
(Print GPC Last Name)

Faculty GPC Signature (required) : \_\_\_\_\_ Date : \_\_\_\_\_

### FOR OFFICE USE ONLY

Status: Extending Leave <input type="checkbox"/>	Card Given at counter : Y N	\$35 Cash Payment <input type="checkbox"/>
Last Quarter Enrolled : _____	Card has been mailed <input type="checkbox"/>	Bank Name : _____
Date Checked : _____ by _____	Date mailed : _____	Check or M.O. # _____