



FURMAN

STUDENT NAME	
FURMAN ID NUMBER	
ALTERNATE EMAIL	
CELL PHONE	

LEAVE OF ABSENCE FROM
 FURMAN UNIVERSITY
 STUDY AWAY INDIVIDUAL ARRANGED

Term you wish to be on leave: Fall Spring Year: _____

Please provide the following information regarding your travel study:

_____ Date of Departure _____ Program or University

List all countries you will visit:

If you plan to earn credits from another college while on leave, you should consult the Office of Academic Records to be assured that the credits will transfer to Furman. Furman will not award transfer credit for courses completed in a country named on the US State Department Travel Warning List.

While you are on leave, mail is forwarded to your home address on file. Please confirm that your records are correct in the Registrar's Office.

Students on Leave of Absence will be responsible for contacting their academic advisor at the appropriate time to enroll in courses for the subsequent term.

For Federal Perkins Loan borrowers: The grace period prior to repayment of your Perkins Loan is nine-months after ceasing to be enrolled at least half-time. I understand that, if I do not return from an approved leave of absence within 180 calendar days of the date this leave begins, approximately six months of my grace period will have expired. Since the Federal Perkins Loan is administered through Furman University, please contact the Perkins Loan Officer in the Student Business Center with questions.

For Federal Stafford Loan borrowers: The grace period prior to repayment of your Federal Stafford Loan is six months after ceasing to be enrolled at least half-time. I understand that, if I do not return from an approved leave of absence within 180 calendar days of the date this leave begins, my Federal Stafford Loan grace period will have expired, and I will enter repayment immediately. I will contact my lender to get the details of repayment if this occurs.

Travel Waiver: I am electing to take a Leave of Absence from Furman University in order to travel as a private citizen and not as a student at Furman University. Furman University has neither arranged nor endorsed my travel plans.

_____ STUDENT SIGNATURE

_____ DATE

Please complete this form and return to the Office of the Associate Academic Dean (864-294-2064) via email to academic.deans@furman.edu or fax to 864-294-3584 or deliver to the Administration Building, Room 206.