



Cornell University College of Veterinary Medicine

GUIDELINES FOR PERSONAL/MEDICAL LEAVES OF ABSENCE FOR DVM STUDENTS

The Faculty of the College of Veterinary Medicine expects students to complete their course of study in four years. In certain instances, a student in good standing may apply to take a leave of absence for medical or personal reasons prior to the completion of the degree. Such leaves should ordinarily commence upon the completion of the course in which the student is enrolled. In extraordinary circumstances, permission may be given for a leave to begin sooner.

A student considering a leave must consult with and submit a written request to the Director of Student Services and Multicultural Affairs. If the student is a recipient of financial aid, he/she must meet with the Director of Student Financial Planning before taking any leave. The leave is granted for a specific period of time, after which the student is expected to resume coursework. The written authorization for the leave will specify a date by which the student on leave must notify the College of intent to resume studies and a date by which studies must resume. A student who fails to return at the end of a period of authorized leave or who fails to provide written notice of intent to return at the end of a period of authorized leave will forfeit the privilege of re-entering the professional curriculum. At the Dean's discretion, return from leave may be postponed if space is unavailable in a class. A student returning from leave must certify that he/she has not received any felony or misdemeanor charges or convictions while on leave. Students on leave will not be allowed to attend foundation courses of the professional curriculum; a student on personal leave who wishes to participate in any other courses in the professional curriculum must be enrolled in the course or registered as extramural students. Grades for extramural coursework are not included in the GPA calculations for fulfillment of requirements for a veterinary degree.

Personal Leave

In rare instances, a student who for personal reasons is unable to advance to the subsequent foundation course, may be granted a personal leave. Personal leaves are arranged by the Director of Student Services and Multicultural Affairs after requests have been submitted in writing. The Dean of the College has final approval of all personal leaves and will review the status of all students returning from leaves.

Medical Leave

A student who, for medical or psychological reasons, is unable to advance to the next foundation course is considered to be on a voluntary medical leave. A student may be placed on an involuntary medical leave if a student engages in or is likely to engage in behavior which (1) poses a danger to self or others, (2) causes significant property damage, or (3) significantly disrupts the learning environment of others. Since the purpose of a medical leave is to allow time away from the College to receive medical and/or

mental health treatment, medical leaves are usually for 6 months or more and are arranged case-by-case with the Dean's office and the Director of Student Services and Multicultural Affairs. A student on medical leave will not be allowed to participate in any courses in the professional curriculum. Medical leaves are processed in conjunction with the University Health Services but authority for granting the leave, and for permitting a student to return from a leave, rests with the Dean of the College. Specific procedures must be followed to return from a medical leave, including providing a statement to the University Health Service from attending medical professional(s) detailing the student's progress and stating that the student is ready and able to resume a full, rigorous work load; that statement will be reviewed by a designated University health official who will consult the College and the student's physician regarding the essential facts and obligations of the individual's program.

Further information is available in the Policy Notebook for Cornell University or from University Health Services.