



Time Away from W&M Law School

Submit to: Law Registrar lawreg@wm.edu from your W&M email account

Student Printed Name: _____	
Student ID #: _____	Class: 1L <input type="checkbox"/> 2L <input type="checkbox"/> 3L <input type="checkbox"/> LLM <input type="checkbox"/>
Request: <input type="checkbox"/> Leave of Absence (temporary) <input type="checkbox"/> Study Abroad <input type="checkbox"/> Transfer <input type="checkbox"/> Visit Away <input type="checkbox"/> Withdraw from W&M Law School (permanently)	
Semester: <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer	Year: 20_____
Student Signature: _____	Date: _____
<p>As a matter of right, all law students may take a leave of absence from William & Mary Law School for up to one year. A formal request must be made by the last day of classes to avoid responsibility for end of term final exams, papers, and projects. Tuition and Fees are prorated based on the request date and students are advised to consult directly with the Financial Counselor for Law regarding loans or financial aid, and/or with Law School Admission office regarding scholarship funds to determine the specific financial implications that may occur because of a leave or withdrawal. Students authorized for a leave of absence, but do not return within one year (two regular semesters, either fall and spring or spring and fall), must petition the Academic Advisory Committee for reinstatement and can only be granted with their approval and the concurrence of the Dean.</p>	
<p>Please include a summary of the reason for your request (solicited for statistical purposes only).</p> 	
<p>Reviewed by: <input type="checkbox"/> Law Dean of Students _____ <input type="checkbox"/> Registrar _____ <div style="display: flex; justify-content: space-around; width: 100%;"> Initial/date Initial/date </div> </p>	
<p>Time Away Decision: <input type="checkbox"/> Approve <input type="checkbox"/> Deny</p>	
<p>Student Notification: <input type="checkbox"/> In-person <input type="checkbox"/> Phone <input type="checkbox"/> Email <input type="checkbox"/> Mail</p>	
<p>Student Referred to: _____</p>	
<p>Law Registrar Banner Processing: <input type="checkbox"/> Complete <input type="checkbox"/> Pending Additional Information Date: _____</p>	