

University of British Columbia
Department of Civil Engineering

MEng Program – Leave of Absence Request

This form is to be completed by an MEng student wishing to request a Leave of Absence. It should then be signed by the Specialty Advisor and submitted as a pdf to gradsupport@civil.ubc.ca.

Student Name: _____
Student Number: _____
Specialization Area: _____

Leave requested

Start date: _____ *(Sep 1, Jan 1 or May 1)*
Duration: _____ *(4, 8 or 12 months)*

Type of leave

- Parental
 Concurrent (to pursue another program)
Program: _____ Duration: _____
 Medical
 supporting documentation attached
 Personal or professional/employment

Rationale

Please provide a brief rationale for requesting the leave:

The University's leave-of-absence regulations are posted at:

<http://www.calendar.ubc.ca/vancouver/index.cfm?tree=12,204,341,191>. I have reviewed the above regulations and will adhere to them:

Student Signature Date

I recommend that the leave requested be granted:

Specialty Advisor/Group Leader Date

Graduate Advisor Date