

FAQs: Leave of Absence

What are the steps for taking a Leave of Absence?

1. Contact the Office of the Dean of Students to schedule an appointment with a Dean in Student Services to discuss the LOA.
2. Read the FAQs.
3. Fill out the first two sections of the LOA form.
4. Bring the partly completed LOA form to your appointment with a Dean in Student Services.
5. At your meeting, the Dean will answer any questions you may have. Following your discussion, you and the Dean will both sign the LOA form, and the Dean will fill in the effective date.
6. Bring the LOA form to the remaining required offices or individuals, ask questions, and get required signatures. Required signatures for everyone include your adviser, the Business Office, and Financial Aid (*whether or not you use Financial Aid!*). If you live on campus, the Residence Life signature is required. If you are an international student, the International Student Services signature is required.
7. Return the completed form to Office of the Dean of Student Services.
8. The completed form will be logged and a copy filed in the Dean of Student Services office. The original form will be delivered to the Registrar's Office.
9. An email will be sent to your professors and adviser from the Dean of Student Services office to notify them that the LOA paperwork is being processed and that the Registrar's office will notify them when the student is removed from their classes (*if the LOA is taken during the academic year*).

LEAVES, MEDICAL LEAVES, EMERGENCY ABSENCES, AND WITHDRAWALS

Leave of Absence

A leave of absence (LOA) may be available for students who are taking time off from the college for a variety of reasons. Leaves are usually processed before the start of a semester and can be granted for a maximum of two semesters. The final deadline to take a leave during the semester is the deadline to withdraw from a semester course. Tuition, room and board refunds will be calculated on the college's refund schedule, found in the catalog and guidebook. Students who would like to request a leave of absence should begin by meeting with one of the Deans of Student Services.

Medical Leave of Absence

A medical leave of absence (MLOA) may be available for students who have medical or psychological conditions that severely limit their ability to complete their academic work. Students who would like to request a medical leave of absence should begin by meeting with a staff member in Health and Counseling. Medical leaves of absence are granted by one of the Student Services Associate Deans in consultation with Reed's Health and Counseling Services, and are based on the written recommendation of a physician or mental health professional. Normally, medical leaves will last for at least one full semester but no more than two consecutive years (four semesters). In general, the Dean of Students may respond to clinically-based exceptions to this, either to reduce or increase time away, as appropriate. Generally, the student will have three months of documented/demonstrated symptom improvement and stability prior to requesting readmission. Tuition, room and board refunds will be calculated based on the college's refund schedule, found in the catalog and guidebook. The final deadline to take a medical leave during the semester is the last day of finals.

Emergency Absence

An emergency absence (EA) is **not** a leave from the college. Students are still considered enrolled. There are no refunds for time spent away from the college during an emergency absence. An emergency absence is appropriate for a brief absence from the college (*no longer than three weeks*). Students intending to take an emergency absence are encouraged to meet briefly with one of the Deans of Student Services to discuss resources available to support the student. Students intending to take an emergency absence are not necessarily excused from any responsibilities for missed classes and coursework and should meet with their faculty as soon as possible to discuss the implications of taking an emergency absence in each class. Should a student need more time away from the college, they may apply for a leave, or a medical leave, whichever is more appropriate for their situation.

Withdrawal

Students who plan to depart from the college permanently may do so by withdrawing. Students who would like to withdraw should contact the Office of the Dean of Student Services to initiate the process. Students who have withdrawn and desire to be readmitted must apply for readmission through the Registrar's Office.

REVISED: OCTOBER 2011

Please see the student services website for the most updated information:
www.reed.edu/student_services

FAQs and forms for leave of absence, medical leave of absence, emergency absence and withdrawal can all be found on the Student Services website at: www.reed.edu/student_services/leave_of_absence.html

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CAMPUS CONTACTS

DEAN OF STUDENT SERVICES OFFICE

student-services@reed.edu

Jen Negen, executive assistant to the VP & dean of students, 503/777-7521.

RESIDENCE LIFE

res.life@reed.edu

David Rivera, assistant dean of students for residence life, 503/517-7429.

Clea Taylor, office coordinator, 503/777-7536.

REGISTRAR

registrar@reed.edu

For questions regarding return from leave, extension of leave, and registration:

Emilie Smith, associate registrar, 503/777-7296.

For questions regarding transfer credit:

Ben Bradley, recorder/transfer evaluator, 503/777-7295.

FINANCIAL AID

financial.aid@reed.edu

For questions regarding the effect of your leave on your financial aid status:

Leslie Limper, director of financial aid, 503/777-7223.

For questions regarding Stafford loan repayment and the exit interview process:

Sarah Duncan, assistant director of financial aid, 503/788-6693.

BUSINESS OFFICE

controller@reed.edu, student-accounts@reed.edu

For questions regarding Perkins and Reed loan repayment and exit interview process:

Sara Rosenberger, accounts receivable/loan specialist, 503/777-7504.

HEALTH & COUNSELING CENTER

health-services@reed.edu

Kate Smith, director of health and counseling, 503/517-7462.

INTERNATIONAL STUDENT SERVICES

iss@reed.edu

Dana Bays, assistant dean of international students, 503/517-5538.

storage. Storage facilities are not open during winter or summer break. Please note that you may give permission to a friend or family member to pick up your boxes for you, if you are unavailable to do so. Please contact Residence Life for details at 503-777-7536.

What happens to my present room contract?

When you take a leave of absence, your room and board contract terminates on the date specified by the Assistant Dean of Residence Life or designee (*normally three days after the effective date of the leave*). If you return your room key and there is no damage to your room, you will get a full refund on your \$100 housing deposit as a credit to your account. If you would prefer the credit refunded to you in check form, you can request it from the Business office after the credit appears in your student account.

How do I request on-campus housing for the semester I plan to return?

Leaving during fall semester with plans to return in January for the spring semester:

Before leaving you can apply for spring housing in the office of Residence Life. Contracts and additional information regarding room and board are available at http://web.reed.edu/res_life.

Leaving in the fall with plans to return the following fall:

Students should check the Residence Life website after March 1 for the time line of how to enter the lottery. There is a \$100 housing deposit required to enter the lottery that you can pay by check (*send checks to Reed College, Attention: Business Office*) or by credit card at www.afford.com/reed. If a student misses the lottery, he or she can contact the Residence Life Office to sign up for the wait list.

Leaving during the spring semester with plans to return in the fall:

Students should check the web site after March 1 for the timeline of how to enter the lottery. There is a \$100 housing deposit required to enter the lottery that you can pay by check while on leave. The process to sign up for the lottery is currently on-line, so you can still sign up from off-campus. If a student misses the lottery he or she can contact the Residence Life Office to sign up for the waitlist.

What if my leave begins over winter break?

If your leave begins over winter break or at the beginning of the spring semester, once the dorms open for spring semester you will have three days to pack your room and leave Reed. Students may ask for special permission from the Assistant Dean of Residence Life to return to the halls before they open to move their belongings from their room. Students on leave are not allowed to occupy their rooms overnight without permission from Residence Life.

May I visit friends in the dorm and stay overnight?

The Residence Life Guest policy allows current students in the dorms to host a guest for up to 14 days a semester with approval from the roommate(s) if applicable. As a guest you would need to be accompanied by your host while on campus.

ADMINISTRATIVE

How is the effective date determined on the Leave of Absence form?

In general, the effective date is the day the student informs the Office of the Dean of Students that they have decided to take a Leave of Absence. A dean from Student Services will write the effective date on the LOA form before the student begins to gather signatures. The effective date (and move-out date, if on campus) will be used in determining refunds and / or monies owed to the college.

If I apply for a LOA following an emergency absence, how will this affect the effective date of my LOA?

In most cases, if a student on Emergency Absence decides to extend their time away by taking an LOA, the effective date of the LOA is the date they inform a dean in student services, or the director of the health center that they have decided to take a LOA.

How can I fill out the paperwork for an LOA if I am not currently in the Portland area?

If you decide you'd like to take a leave, but are not currently in the Portland area, the process will be slightly different. Because you will be unable to visit each required office in person for a signature to complete your LOA form, you will need to contact each office listed on the form via email to notify them of your plan to take a leave, ask them any questions you may have, and request information from them. (*See below for more information about this step.*) You must copy Student Services on these emails, as our receipt of those emails from you to the individual offices will represent the official signature from those offices. *Please note: Your leave is NOT complete until Student Services has received a copy of the email you sent to ALL the required offices, thereby confirming that you've reached out to each office, as well as completing the remaining steps below (in this order):*

1. Read FAQs
2. Download and print out the LOA form. Fill out the first two sections. (http://www.reed.edu/student_services/LOA_FAQs.html)
3. Send the form to us via fax, or scan and email (*fax: 503.777.7225, email: student-services@reed.edu*)
4. Set up a brief phone meeting with a Dean in Student Services to discuss any questions you may have, and to obtain any information relevant to your leave.
5. Send one email to all the following offices and individuals to notify them of your plans to take a leave. This is an opportunity for you to ask any questions you may have, and for them to provide you with any information relevant to your leave. Our receipt of the email you send to these offices is also a substitution for obtaining signatures on the form in person. Listed below are the six offices / individuals and their email addresses:

Student Services (Required)
student-services@reed.edu

Financial Aid (Required, whether or not you are receiving aid)
financial-aid@reed.edu

Business Office (Required)
controller@reed.edu

Faculty Adviser (Required)
Info found in directory

Residence Life (Only required if you are currently signed up for housing)
res.life@reed.edu

International Student Services (Only required if you are an international student)
iss@reed.edu

- Once we have your completed LOA form, and you have connected with a dean as required, and we have received the above email to all offices from you, your LOA form will be finalized and submitted to the registrar's office.

If I take an LOA and plan to be gone for a semester for which I have already registered, will my registration for those classes be canceled?

Yes, your registration for classes will be canceled for semesters during which you plan to be away from the college. Please contact the Registrar's office for more information.

What will be recorded on my transcript for semesters when I'm on a leave?

If your leave begins before the withdraw deadline, no record of your attendance will be recorded for that semester. If your leave begins after the withdraw deadline, "W" for withdrawal will be entered in your transcript for all of your courses for that semester. Any additional semesters on leave will not be recorded on your transcript.

Is there a limit to the number of times a student may take a leave?

There is no administrative limit on the number of leaves students may take.

How do I register for classes while on leave?

The registrar's office sends registration instructions to students on leave prior to the semester they are expected to return. Correspondence is sent in early November for spring and early March for the following academic year.

In order to register, students must contact their academic adviser to get their PIN. They can access the most up-to-date version of the schedule of classes on-line via the Reed web page. Registration can be transmitted via email if the student cannot use SOLAR. Emailed registrations should be sent to the registrar's office, at registrar@reed.edu. *Please note: If your request to return is approved just prior to the start of the academic year, the Registrar may direct you to the Business office for account settlement prior to registering for classes. You may not be able to register if your accounts are not in order. Please contact the Registrar's office or the Business office for more information.*

Can I take classes at other institutions while on leave?

Yes. Students should submit a completed transfer of credit form, available from the registrar's office, prior to enrolling at another institution. This enables the student to know whether and how the course or courses will apply to the Reed degree. Students must request that an official transcript be sent to Reed from all institutions attended during the time away, even if credit is not requested. If a transfer credit form is not submitted in advance of taking the course, students must submit a completed transfer credit form to the registrar's office before the work can be evaluated for transfer credit. *Note: Should you have financial aid at Reed, please check to determine whether there are any financial aid implications for taking classes while on leave.*

Students should submit a completed transfer of credit form, available from the registrar's office, prior to enrolling at another institution. This enables the student to know whether and how the course or courses will apply to the Reed degree. Students must request that official transcript be sent to Reed from all institutions attended during their time away, even if credit is not requested. If a transfer credit form is not submitted in advance of taking the course, students must submit a completed transfer credit form to the registrar's office before the work can be evaluated for transfer credit.

Will my LOA affect the scheduling of my junior qualifying exam?

The Junior Qualifying Exam is held in the year preceding the student's thesis year. Students who are on a MLOA or LOA or planning to apply for readmission must make arrangements with the department or division to take this examination before registering for the fall (or first) semester of the thesis year. A student may not register for thesis until he or she has passed the junior qualifying exam.

What do I do if I purchased Dewar Insurance?

Dewar Insurance is only applicable for medical leaves.

What if I have a Federal Stafford Loan or a Direct Stafford Loan?

You will need to complete an exit interview for your Stafford Loan. The financial aid office will send a Stafford Loan exit packet to the address you list on your leave form. The packet will contain information regarding the on-line exit interview process, as well as other information you may need regarding loan repayment. The six-month grace period for your Stafford Loan begins after your last day of attendance at Reed. During this grace period, no interest accrues and no payments are due. Repayment on your Stafford loan begins six months after your last date of attendance. You should note that you are eligible for only one grace period on your Stafford Loan. If you re-enroll at least half-time at a qualified post-secondary institution, your Stafford Loan will be deferred; however, repayment will begin immediately once you are no longer enrolled as a half-time student. Stafford loans borrowed for subsequent periods of enrollment will have a six-month grace period. Parent or private loans do not have a grace period.

What if I have a Perkins Loan?

You will need to do an exit interview for your Perkins Loan through the Business Office website at <http://www.reed.edu/business/counseling.html>. The Business Office will notify you of the exit counseling requirement by certified mail. Your initial nine-month grace period on your Perkins Loan will begin after the date of last attendance at the College. During this grace period no interest accrues and no payments are due. Repayment on the loan will begin nine-months after your last date of attendance. *Please note that you will not have access to transcripts or to SOLAR until you complete your exit counseling.* Please also note that the Perkins Loan has different regulations than a Federal Stafford Loan. See above regarding the Stafford Loan regulations.

What if I have a Reed Loan?

You will need to complete the Reed Loan "Payout Loan Note" and online "Truth in Lending" (TIL) requirements regardless of your future plans. The Business Office will contact you via email with specific instructions immediately following receipt of your completed LOA form. Please note that you will not have access to transcripts or to SOLAR until these requirements are complete. Also, only by completing the requirements will your loan have: deferment privileges, a 9% interest rate (vs. 12%) and repayment of the loan delayed until nine-months after your last date of attendance grace period.

Will I be able to continue charging purchases at the Bookstore?

No, your Bookstore account will be closed.

RESIDENCE LIFE

When do I have to move out of my room and leave campus?

Students generally have three days to vacate their dorm rooms once their leave is effective. In some cases, students may be able to work with Student Services and Residence Life on this timeline if more time is needed to make travel arrangements. Please note that your refund for room and board is pro-rated and based on the day you move out of your room and your remaining board points.

Can I store my belongings on campus?

If you are taking a leave you are encouraged to take all of your belongings with you or to make off campus arrangements for storage. The office of Residence Life has information on its web site about off campus storage options at http://web.reed.edu/res_life.

If you plan to return from your leave after one semester and plan to live on-campus, you may store up to four boxes in student storage in the dorms. If you do not return within two years the boxes will be removed from

May I participate in Gray Fund activities?

Students on leave are not eligible to take part in off-campus Gray Fund trips. They may attend campus-wide Gray Fund events as the guest of a current Reed student.

May I be in student organization spaces, register an event, or signate?

Students on leave are welcome to be a guest of a current student but may not access or use student organization spaces by themselves. Only current Reed students are able to receive senate and other funds, reserve space, signate, or sign contracts on behalf of a student event.

Will I have access to computer facilities?

Students on leave will not have access to the IRCs and associated computer resources.

FINANCIAL

What happens to any payments that I've already paid to the business office for the remainder of the semester / year?

When a student submits their completed leave form, a worksheet is prepared by the Business Office to calculate any refund or balance due. Refunds of tuition are based on the number of days completed in the semester. Refunds of room and board are based on the move-out date and any remaining board points. The student body fee and the student health insurance fees are not refunded. Please inform the Business Office to whom any refund check should be sent. A copy of the worksheet mentioned above will be appended to the check.

How does my leave affect my eligibility for subsequent financial aid, and what happens to the financial aid I have received for the semester / year?

A leave does not affect your eligibility for financial aid in the future; however, an unfinished semester may be counted as one semester of financial aid eligibility used. If you complete less than 60% of a semester, that semester will not be counted as a semester of financial aid used. If you complete 60% or more of a semester, that semester will be counted as a semester of financial aid used. In either case, lifetime loan aggregate limits apply and the amounts that you retain for an unfinished semester will be counted toward this aggregate limit. The Business Office determines how much, if any, of your current financial aid must be repaid to the financial aid programs and how much financial aid you are eligible to retain. Please be certain to discuss with the Financial Aid and Business Office any money you may owe (aid to be repaid) as a result of taking an LOA. You may or may not owe, depending on your individual situation. ***Please note that 60% of the semester is generally completed several days prior to the deadline to take an LOA. This means that if you decide to take an LOA after the 60% mark, but before the LOA deadline, you may lose a semester of financial aid eligibility. Please contact the Business Office at student-accounts@reed.edu to determine what this deadline is for the semester you are considering taking a leave.***

Are there financial aid implications that would result from taking multiple leaves?

Yes, there may be. It depends on when the leaves are taken. Every student's situation is different and must be reviewed individually by financial aid. Please contact financial aid for more information.

What do I have to do to get financial aid when I come back from a leave?

To be eligible for financial aid when you return from a leave, you must complete all financial aid application requirements by the May 1 deadline. *Note that there is not a different application deadline for students returning for spring semester.* All Financial Aid application deadlines and requirements are posted on the Financial Aid website at http://web.reed.edu/financialaid/applying_for_aid_current.html.

What if I am a second semester senior?

For a senior who takes a leave in the spring, and is in the second semester of a two-semester thesis, that student will receive a "W" grade for two units of thesis (fall and spring). When such a student returns, there are three options:

1. To pick up where s/he left off (with thesis adviser approval) and essentially redo the spring semester and complete the original thesis. Once the project is completed, the "W" for last fall will be replaced by the thesis grade recorded at the end of the semester of return.
2. To start a new two-semester thesis, lengthening the degree program by one semester. The two units of W for this year remain on the transcript.
3. To start a new one-semester thesis (with department and division approval for the one-unit thesis and administration committee approval for an unusual senior year). The two units of "W" for this year remain on the transcript.

Can I extend my leave status if I want to? Or return sooner than planned?

Students can apply initially for a one- or two-semester leave of absence. *Please note: Your classes will be dropped for any semester for which you note that you plan to be on leave.*

A one-semester leave can be extended to two semesters at the request of the student. The student must fill out the LOA form and contact the appropriate offices again so the offices may notify the student of any additional relevant information, or changes to the information they were given when they initially took a leave. These conversations help the student avoid being surprised by the academic, financial, logistical, and immigration-related implications of their decision to extend their leave. Students should also contact the registrar's office prior to the start of classes of the semester in which they were originally scheduled to return.

A student who has taken a leave for two semesters and is not ready to return, but wishes to remain on leave, may petition the Administration Committee for a one- or two-semester extension of the leave. Normally, students will not be approved for more than two consecutive years (*four semesters*) on leave. *(Please note: LOAs and MLOAs may not be stacked beyond four semesters--you may not spend more than four semesters away by returning from MLOA and immediately going on LOA or vice versa.)* In addition, the student must fill out the LOA form and contact the appropriate offices again so the offices may notify the student of any additional relevant information, or changes to the information they were given when they initially took a leave. These conversations help the student avoid being surprised by the academic, financial, logistical, and immigration-related implications of their decision to extend their leave.

Students who originally applied for a two-semester leave and who wish to return after only one semester away should contact the registrar's office at least one week prior to the start of classes. A registration PIN will be generated and both the student and the adviser will be contacted with registration instructions.

Also, as always, please be in touch with the Business Office and Financial Aid as soon as you know you will be returning. Please also contact Residence Life as soon as possible if you are interested in on-campus housing. *(Please note: Housing is not guaranteed.)* Additionally, if you are an international student, please be in touch with the International Student Services Office as soon as possible prior to your return.

What happens if I don't return from leave, but I decide later that I would like to return?

Readmission of students who have left Reed without an approved leave of absence or after failing to return from a leave is coordinated through the registrar's office. Students must contact the registrar's office for the application for readmission.

In addition to the application, students must submit a personal statement and official transcripts from each institution the student has attended (if any) since leaving Reed. Letters of recommendation from faculty, employers, and/or a physician or therapist may be submitted as well. *The readmission deadline for fall semester is July 1, for spring semester, January 2.* All readmission materials should be sent to the registrar's office.

In certain cases (*when the school has asked the student to take some time away*), students must fulfill the conditions or sanctions set forth by the college in addition to being approved for readmission. Students should be ready to document that they have met those conditions.

Students applying for financial aid should complete all the necessary paperwork and adhere to applicable deadlines, which often are earlier than the deadlines for registering or requesting a leave. Financial aid cannot be awarded until the student has been formally readmitted. For that reason, the sooner the student applies for readmission, the better. The student services office will notify the financial aid office when a student has been approved for readmission. Residence Life will notify the student regarding available housing, if the student has indicated on their application for readmission that they plan to live on campus.

If I'm an international student, what do I need to know about visas, immigration documents, or other matters?

International students need to speak with the assistant dean of international students to discuss their visa program status, departure to (*and return from*) their home country, and other considerations.

How is the process of taking time off different if I'm an incoming student (new first year or transfer student)?

Students who are new to Reed and have not yet registered for classes are eligible to defer. Registration is the determining factor in whether an individual is considered a current student or an incoming student. If the incoming student registers for classes, they will be considered a current student and will not have the option to defer. Generally students who defer may only do so for a full year, not a semester. Please contact the office of Admissions for further information on deferring.

How is the process of taking time off different if I'm a MALS student?

Students in the MALS program should contact the Director of Special Programs directly for more information about taking time off from the MALS program. The information in this booklet may not be applicable to students in the MALS program.

May I attend Renn Fayre while I'm on leave?

Students on leave are not issued a bracelet but are able to attend Renn Fayre as the guest of an enrolled student while their leave is in effect.

CAMPUS COMMUNICATIONS

Will I keep my on-campus mailbox?

No. Students who are on leave and therefore not enrolled do not retain their campus mailbox. There are not enough campus mailboxes available to accommodate enrolled, leave, and study abroad students. When students return from their time away, a new mailbox will be assigned to them by the registrar's office. Mail will be sent to the forwarding address provided by the student on their leave form. To set your forwarding address, go to the mail forwarding site on IRIS and enter a forwarding address. It is possible to forward overseas, however, the effectiveness of this option varies between countries.

Will I continue to have access to my Reed email account?

Messages sent to the Reed email account of students on leave will be forwarded to the forwarding address provided by the student on their leave form. For further information, please contact Computer User Services.

CAMPUS RESOURCES

May I use the library?

Students on leave of absence are welcome as visitors in the library but are not granted borrowing privileges.

Am I permitted to work on campus?

Students who are on leave are not eligible for student employment. If you are working on campus or through an off-campus Federal Work Study (FWS) Internship program, you must stop working on or before the effective date of your leave and notify your supervisor that you will not be able to continue working. Please be certain to turn in your final timesheet to the Business Office. You may not be paid for any work done after the effective date of your leave. For FWS off-campus internships, while you will no longer be paid through the FWS program once your leave begins, you can continue as volunteer at the community organization, provided you will remain in Portland and both you and your supervisor are comfortable with you staying on as a volunteer. Your volunteer position will be directly with the school, government or non-profit organization and not supported or supervised by SEEDS or any other Reed office once your leave is effective. Students who already have official approval for their return from a leave in the fall are eligible to begin work after July 1. If you need a work reference or employment history verified, please contact the Student Payroll Specialist in the Business Office. If you are in doubt as to your employment status, please contact the Business Office.

May I continue to use the services of health & counseling?

Students on leave do not have access to the on-campus health and counseling center staff or services. However, the student's health insurance may cover services in the Portland area. For more information, contact the health insurance provider directly.

Do I lose my Reed health insurance?

If you attended at least 30 days of a semester, and did not waive the health insurance, you will continue to be covered by the student health insurance for that term. If you were covered in the fall and do not return from your LOA or MLOA the following spring semester (same academic year), you have the option to purchase coverage for spring semester directly from the provider. There is no option to purchase coverage for fall unless you are enrolled that term. Please contact Aetna or the Business Office directly to find out more.

May I access career services resources?

A student on leave can come into the center for career counseling, résumé and/or job search help. In addition, there are many valuable resources to be found on the career services web site: <http://web.reed.edu/career/index.html>, including job and internship postings and contact information for our alumni volunteers.

May I use the services of academic support?

Since students on leave are not enrolled in classes, they are not eligible for the services offered by Academic Support, including tutoring, coaching, attending workshops, or use of the Dorothy Johansen House. Exceptions to this policy may apply to students who have already been approved to return to Reed and would like to meet with Academic Support staff to discuss strategies for success before returning to class. Please contact the Academic Support Coordinator if you are returning from leave and would like us to consider your eligibility for individual coaching prior to the start of classes.

May I use the sports center?

Since it has been determined that the student will be taking a break from the college, students on leave are not eligible to use the sports center, take classes, compete on teams or participate in Reed Outing Club events. Exceptions to this policy can be requested and will be reviewed on a case-by-case basis.

May I participate in SEEDS-sponsored off-campus volunteering (using REED vans)?

Since it has been determined that the student will be taking a break from the college, students on leave are not eligible to access these events. However, exceptions to this policy may be requested and will be reviewed on a case-by-case basis. Please submit requests to Student Services in writing. They may then be in touch with the SEEDS coordinator.