STUDENT LEAVE OF ABSENCE

Students may take a leave of absence from the College during the semester for a valid reason; however, they will still be responsible for the work required in all of their courses.

Authorized absences include but are not limited to:
- Medical situations;
- Mental health concerns;
- Personal tragedy, i.e., death, illness or accident in the family;
- Jury duty;
- Active military service.

See following page for procedure.

Policy included in WWCC Catalog
Adopted January 26, 1984
Revised May 26, 1988
Revised October 16, 2014
STUDENT LEAVE OF ABSENCE

Students may take a leave of absence from the college during the semester for a valid reason, such as sickness, a death in the family, or other emergencies, but they must notify the College and understand the potential consequences on academic performance.

Notifying the College
Students must notify the Registrar that they are going to be absent from the College and inform the Registrar how long they will be gone and why they are leaving. The Registrar’s office will notify the student’s instructors of the absence, its reason, and its expected length. The instructor will determine if it is possible for the student to make-up work and continue in the course.

Responsibility to Their Courses
Students who are absent from their courses for any length of time are responsible for any work that they missed. If the student is absent for a long time, the instructor may recommend that the student withdraw from the course.

Policy included in WWCC Catalog
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Approved May 26, 1988
Reformatted April 13, 2011
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