POLICY TITLE: Medical Leave with Conditions for Return

OVERVIEW: This policy outlines the procedures and conditions for placing a student on Medical Leave with Conditions for Return, including reentry requirements and implications for the student concerning academics, financial aid and health insurance. This policy may be instituted in agreement with the student or on an involuntary basis.

OFFICE/DEPARTMENT RESPONSIBLE: Vice-President of Enrollment Management and Student Affairs and Student Health and Counseling.

DATE UPDATED: January 2010

MEDICAL LEAVE WITH CONDITIONS FOR RETURN

Students may be placed on Medical Leave with Conditions for Return based on the recommendation of the director of Health and Counseling/designee, or Student Behavioral Consultant Team. Recommendations for Medical Leave with Conditions for Return are submitted to the Vice-President for Enrollment Management and Student Affairs or designee for appropriate action. Students are sent written notification of the intended action. Requirements for re-entry will be determined at the time of placing the student on Medical Leave with Conditions for Return, and will be provided in writing to the student.

A student wishing to appeal a decision to place him/her on Medical Leave with Conditions for Return, must make that appeal in writing to the Vice-President of Enrollment Management and Student Affairs, within three [3] business days of receiving the notice of the Medical Leave with Conditions for Return.

Students who are placed on Medical Leave with Conditions for Return are not readmitted without completion of the requirements for re-entry. Because of the Medical Leave with Conditions for Return, use of College services may be restricted.

Efforts are made to preserve a student’s academic progress with Incompletes and/or Withdrawals through consultation with faculty and department chairs and will be handled by the Office of the Vice-Provost for undergraduates and the Office of Graduate Studies for graduate students. The same College academic policies related to Incompletes and Withdrawals apply.

For undergraduates, Medical Leave with Conditions for Return will not exceed three consecutive semesters. A leave for part of a semester counts as one semester. Students who earn no credits at Brockport for three consecutive semesters (by any combination of not enrolling, failing, or withdrawing) and are not registered in the fourth semester will be given Inactive Status. This is regardless of Leave status granted previously.

Graduate students whose progress toward degree completion is interrupted by circumstances beyond their control may apply for up to a year’s leave of absence. Application for such a leave is made to the student’s department or on the recommendation of the director of Health and Counseling/designee, or Student Behavioral Consultant Team. Leaves of absence approved by the department will not be charged against the time for degree completion, as stipulated by The
College at Brockport policy. If circumstances warrant, students may apply for extensions of such leaves, up to a maximum of three years in total leave time.

Students should contact the Financial Aid office to determine financial aid implications when being placed on involuntary medical leave.

**Re-entry after Medical Leave with Conditions for Return:**

An Administrative Board is utilized to determine eligibility for re-entry after a Medical Leave with Conditions for Return.

A student that becomes Inactive due to a Medical Leave with Conditions for Return must meet the initial conditions for re-entry that we determined at the time of the leave, and must complete an application for readmission to the College.