

## Personal Leave Readmission Form

Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Requesting readmission for \_\_\_\_\_ semester

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Please provide a brief statement indicating what you did while on leave and why you are ready to return and complete your degree requirements.

This statement can be sent to me as an email attachment, through the mail, or by fax.  
Let me know if you have any questions or need assistance.

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