

IN ABSENTIA STATUS REQUEST

Use this form if you are in good standing and, for academic reasons, need to spend an entire fall or spring semester away from campus. In Absentia Status is granted for work that is directly related to the student's academic course of study and is integral to the degree. Submit this form to the Graduate School at least two weeks prior to the start of the semester in which In Absentia Status is requested. International students must consult with an international student advisor to discuss how In Absentia Status affects their immigration status. The student is responsible for enrolling in 1 credit hour for the term for which In Absentia Status is granted.

Last/Family Name

First/Given Name

Middle Name

Last 4 digits of VT ID:

Citizenship

U.S. Citizen

Permanent Resident

Non-U.S. Citizen*

*If non-U.S. citizen, please list your visa status:

E-mail Address:

@vt.edu account, preferred

Campus

Blacksburg Hampton Roads National Capital Region Richmond
Roanoke Southwest Virginia Virtual

Current Program

Term(s) for which Requesting In Absentia Status (maximum of two consecutive terms)

FALL SPRING YEAR

Degree Level

Doctoral

Education Specialist

Master's

Expected Term to Return to Campus

FALL SPRING SUMMER YEAR

Please describe how the work that will be completed while in absentia is directly related to your academic course of study.

During the period of my In Absentia Status I will be stationed at least 50 miles from Blacksburg and will not work on or in conjunction with any VT extended campus or facility.

STUDENT Signature

Date (MM/DD/YY)

COMMITTEE CHAIRPERSON Signature

Printed Name

e-mail (@vt.edu, preferred)

Date (MM/DD/YY)

DEPARTMENT HEAD Signature

Printed Name

e-mail (@vt.edu, preferred)

Date (MM/DD/YY)

or AUTHORIZED GRADUATE PROGRAM DIRECTOR

DEPARTMENT CONTACT (GRADUATE STAFF COORDINATOR) Signature

Date (MM/DD/YY)

INTERNATIONAL ADVISOR (for F-1 and J-1 students) Signature

Date (MM/DD/YY)

GRADUATE SCHOOL Signature

Date (MM/DD/YY)

Submit your completed form:

<https://gs.vt.edu/forms>

120 Graduate Life Center, Blacksburg

VT ICAB1, 3625 Potomac Ave, Alexandria

For assistance, call 540-231-8636 or

e-mail grads@vt.edu