Paul Mitchell The School Cleveland & Columbus

TEMPORARY INTERRUPTIONS AND WITHDRAWAL

A student who needs more time away than is allotted in the enrollment agreement must request a leave of absence (LOA) or withdraw and re-enroll when ready to return. A student who will be absent because of pregnancy or new motherhood, military duty, or a documented medical emergency should request an LOA rather than withdraw. The request must be submitted in writing, signed and dated by the student, on the school's LOA Request Form, and must state the reason for the leave and the expected date of return. Where possible, the request should be submitted before the leave begins.

Students who withdraw prior to completing the course of study and who wish to reenter will reenter at the same progress status as applicable at the time of withdrawal.