



Leave of Absence Form

9227 Haven Ave, STE 210, Rancho Cucamonga, CA 91730 • Tel: 909-884-9000
 Fax: 909.467.8077 • Web: www.ahulaw.com

The University is fully aware that an emergency may occur that may interrupt class attendance. In such situations students may then apply for Leave of Absence (LOA) directly from the registrar. When you are granted a LOA, consequences may include:

- a) Receiving an F grade for all courses that were uncompleted
- b) Repeating failed courses
- c) Extending the graduation date
- d) Denial of readmission

Name:	Student ID#:
Address: ,	
Email:	Phone:
Start of Leave:	Expected Return:
Expected Return Date & Course: Click or tap here to enter text.	

**Students are NOT permitted to enter courses after the start date of the course. Therefore, expected return date will be dependent on the start of the next available course.*

Please state the reason for your request:

- Academic FYLSX Preparation Medical Family Financial Other (explain)

Click or tap here to enter text.

(Attach any necessary documentation related to your request)

I acknowledge and certify that I fully understand the following:

- The California Bar Rule requires 24-26 weeks of consecutive study to receive ½ year credit or 48-52 weeks of consecutive study to receive 1-year credit. Withdrawing from American Heritage University, may result in the loss of credit.
- If I choose to withdraw during my leave of absence, in order to be re-instated, I must re-apply for admissions and that my re-acceptance is at the sole discretion of American Heritage University School of Law.
- If I have any outstanding tuition due, this leave of absence petition will not extinguish my obligation to pay all tuition due. I understand that I will be responsible for all charges to the point of verified submission of this form or the date of request.
- I am aware that upon successful completion of my first year of law school at American Heritage University School of Law, I will have three consecutive opportunities (administrations) to pass the First Year Law Student Exam (FYLSX). If I have not passed the FYLSX after the third administration, I will be unable to re-enter or continue attending American Heritage University until I have passed the FYLSX.

STUDENT SIGNATURE: _____ **DATE:** _____

Please email petitions to registrar@ahulaw.com or upload directly to <https://ahulaw.com/upload-doc.php> (login required). All sections must be completed and emailed or uploaded to the link above or this petition will not be accepted. Please allow 30 days for processing of tuition refunds due.

FOR ADMINISTRATIVE USE ONLY:			
Date Received:	Click or tap here to enter text.	Date Reviewed:	Click or tap here to enter text.
Date Granted:	Click or tap here to enter text.	Official Signature:	Click or tap here to enter text.