

Registry, Academic Services

Application to Return from a Leave of Absence

For Undergraduate and Postgraduate Taught Students

If you have been on a leave of absence due to medical reasons, you will need to provide your School/Department with a copy of a medical note confirming you are fit to resume study.

When the return has been agreed please complete this form and get it signed by your personal tutor, who will then forward it to Student Records so that your record can be updated.

If your leave of absence was *not* for medical reasons, please return to **Taught Student Records**, Enquiry Services Counter, Aston Webb Building, C Block, University of Birmingham, Edgbaston, Birmingham, B15 2TT (R.7 on the campus map).

When your record has been updated we will send you an email confirming that you will be eligible to register online.

Name:	ID number:
Programme of Study:	Year returning to:
Email address:	

Agreed date of return: /...../.....	Reason for Absence: Medical / Other (delete as appropriate)
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Funding Information Will you be applying for funding through a Local Authority? Yes <input type="checkbox"/> No <input type="checkbox"/>	Student Support Number (SSN): (e.g. BRMM01234567X)
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Signature of student:	Date:
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I am satisfied with the medical evidence provided that the student is fit to resume:
(If further clarification is required please refer to the University Medical Officer)

Signature of Authorised Tutor: (Medical reasons only)	Date:
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