



POLICY NAME: Medical Leave Policy for Mercyhurst University Students

Responsible Oversight Executive: Executive Director, Wellness

Date of Current Revisions or Creation: August 2023

A. PURPOSE

B. AUTHORITY

C. DEFINITIONS

Accommodations

ADA Accommodations

Approved Absence:

Community Provider:

Excused Absence:

Executive Director, Office of Academic Affairs (OAA):

Executive Director, Wellness:

Medical Director, Health Center:

Medical Leave (voluntary and involuntary):

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7. The Executive Director of Wellness will review the medical leave request, relevant materials and rationale. If the documentation indicates that the criterion for a medical leave appears met, the Executive Director of Wellness will forward a written recommendation for this to the Executive Director of the Office of Academic Affairs (OAA). OAA can then provide the student with written correspondence formally indicating that the medical leave is approved. OAA will notify the student's faculty, Residence Life, or other applicable departments that a medical leave is in effect. Once the student is clinically cleared to return from medical leave via the office of the Executive Director of Wellness, that office will notify OAA.

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In exceptional cases, some incomplete grades may be granted, depending on course content and the date of the leave.

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Process of Completing Medical Leave

Scheduled Review Date: