

LEAVE OF ABSENCE REQUEST

American Graduate University realizes that even though our programs are designed to allow students to pursue their studies while they are working full time, managing their family responsibilities, traveling for business, or even being deployed overseas, there are instances when a student will need to suspend their studies in order to deal with unexpected hardships. If you wish to request a leave of absence you are required to submit a letter to the Student Services Department by fax (626-332-8149) or email (rachelruiz@agu.edu). The letter should include your contact information and your reasons for requesting a leave of absence. The President makes the final decision about granting a leave of absence. Please allow five working days for a decision.

If a leave of absence is granted, access to the online CourseWebs system will be suspended for that student until such time as the student requests to resume their coursework.