

The LOA, together with any additional leaves of absence, must not exceed a total of 180 days in any 12 month period

A student returning from an LOA must resume training at the same point in the academic program that they began the LOA

Loan recipients must be told about the effects on their grace period if they do not return

If the student does not return from approved LOA the student's withdrawal date for the R2F4 calculation would be the date the student began the LOA. The school will report the change in status through NSLDS (National Student Loan Data System) which could result in the student's grace period to be exhausted

Where a student has withdrawn before receiving all the Title IV funds earned for the payment period, the Student Awards Office has no later than 180 days (but as soon as possible) after the date the school determined withdrawal date to process a Post Withdrawal disbursement. Student Awards will notify the student/parent by email of the type and the amount that is available. Students will have 14 days to respond to the notification. If no response is received within the 14 days no post withdrawal disbursement can be made and funds will be returned to the US Department of Education on their behalf

Any questions regarding this policy may be directed to the Office of the University Registrar (Student Awards) by email awards@queensu.ca or by telephone 613 533 2216