

INTERRUPTIONS OF STUDY

Interruption of Study/Withdrawal

Students are strongly encouraged to maintain continuous enrollment and complete their program of study. Registration for future sessions should be completed soon as possible as space is not guaranteed with an interruption of study. Students in the MPAS degree program are required to request a leave of absence for any interruption in studies and must follow the steps for a resumption of study regardless of the length of the leave of absence. Military personnel who interrupt their academic studies by voluntary or involuntary military service must also request to resume studies. Students who must interrupt studies during a semester or who defer starting the next semester must follow Chamberlain's official withdrawal procedure, which includes completing loan exit counseling. Students who cannot complete required procedures in person should contact an academic support advisor as soon as possible.

Leave of Absence – Master of Physician Assistant Studies (MPAS) Degree Program Only

Due to the intensive nature of physician assistant education and the sequential curriculum design, students in the MPAS degree program are strongly encouraged to maintain uninterrupted enrollment to avoid delaying graduation. Students who encounter sudden and significant changes in personal, family or health circumstances may request a leave of absence. Requests for a leave of absence must be submitted to the Program Director or approved designee in writing using the Master of Physician Assistant Studies Leave of Absence form and must contain an explanation of and documentation supporting the request. For the request to be considered, students must be in good academic standing. Students are urged to submit requests for a leave of absence as soon as an absence is anticipated. The student should contact Student Financing Advising prior to the leave to determine how the student's financial aid status will be affected by a leave of absence. Students returning from an approved Leave of Absence in the didactic year must pass a comprehensive exam for each of the courses listed in the Re-Entry Requirements – Master of Physician Assistant Studies (MPAS) degree program section of this catalog.

The student must return to class or be considered withdrawn from the program. Students resuming their studies following an approved leave of absence are subject to the requirements of the re-entry Policy (see the Re-Entry Requirements – Master of Physician Assistant Studies (MPAS) degree program section). These requirements may result in additional coursework requirements and tuition obligations.

Resumption of Study

Any undergraduate or graduate student who interrupts their academic studies for six consecutive sessions or more must request readmission. A person seeking readmission must complete and submit an application for admission and meet all admission requirements in effect at the time of readmission. Students reapplying will qualify for an application fee waiver. If other colleges have been attended since the last Chamberlain enrollment, official transcripts from those colleges must be submitted. Failure to disclose attendance and submit transcripts from other colleges is grounds for denial of readmission or for dismissal. A student's re-admission will be canceled if no subsequent coursework is taken.

Decisions regarding the application for readmission include consideration of the student's previous academic standing at Chamberlain, the reason for interrupting academic studies at Chamberlain and the quality of academic and non-academic experiences following departure from Chamberlain. Readmitted students are bound by Chamberlain policies in effect at the time of readmission. Dismissed students must appeal for reinstatement. Pre-licensure students must adhere to the Re-Entry Requirements prior to readmission (see Re-Entry Requirements section).¹

Students who return after an interruption of studies should note that course availability may vary. Registration for future sessions should be completed as soon as possible as space is not guaranteed with an interruption of study. Because program requirements change periodically, the academic support advisor and the academic dean or approved designee will assess the returning student's academic records to determine whether an alternate plan of study is required.

Alternate plans may result in additional coursework requirements and tuition obligations. All students must be current in their financial obligations to Chamberlain prior to resuming studies.

Military personnel who interrupt their academic studies by voluntary or involuntary military service must also request to resume studies. Students will complete a request for resumption of study for military deployment. If approved, there will be no change to the student's prior curriculum unless re-entry requirements are not met or prior transfer or completed Chamberlain credit has expired. Additional knowledge and/or skills checks can be required by the admission committee prior to resuming classes at no cost to the student. Students who interrupted their studies due to deployment and are in an academic dismissal status upon approved resumption will be subject to meeting all pre-licensure re-entry rules including all associated financial obligations, if applicable.

¹ Effective for applicants/students starting or resuming studies for the September 2020 and beyond session in applicable nursing and/or science or science elective courses.

Resumption of Study – Master of Physician Assistant Studies Only

Any graduate student who interrupts their academic studies for six consecutive sessions or more must request readmission. A person seeking readmission must complete and submit an application for admission and meet all admission requirements in effect at the time of readmission. If other colleges have been attended since the last Chamberlain enrollment, official transcripts from those colleges must be submitted. Failure to disclose attendance and submit transcripts from other colleges is grounds for denial of readmission or for dismissal.

Decisions regarding the application for readmission include consideration of the student's previous academic standing at Chamberlain, the reason for interrupting academic studies at Chamberlain, and the quality of academic and non-academic experiences following departure from Chamberlain. Readmitted students are bound by Chamberlain policies in effect at the time of re-entry. Dismissed students must appeal for reapplication.

Students in the Master of Physician Assistant Studies (MPAS) degree program who had an approved Leave of Absence and were in good academic standing at the time they interrupted their studies during the didactic year may return in the next academic year. If the interruption in studies was for more than six consecutive sessions, students will not be

required to complete a Chamberlain application for admission and do not need to submit another application through CASPA. The student must notify the director of the MPAS degree program and confirm in writing his/her intent to return no later than three months prior to the published start date for the next entering cohort. Failure to do so will result in the student forfeiting their place in the program. Students who forfeit their seats and want to return to Chamberlain's MPAS degree program must reapply for admission through CASPA and meet the same criteria as for initial admission into the program; acceptance is not guaranteed, and students will compete with other applicants for admission.

Students in the MPAS degree program who did not have an approved leave of absence at the time they interrupted their studies during the didactic or clinical year or who are reinstated following an appeal for reapplication must reapply for admission through CASPA and meet the same criteria as for initial admission into the program; acceptance is not guaranteed, and students will compete with other applicants for admission.

Students in the MPAS degree program who had an approved Leave of Absence and were in good academic standing at the time they interrupted their studies may resume as soon as the situation requiring a leave of absence has been resolved but not later than one year from the effective date of the leave of absence. The student must notify the MPAS degree program director in writing of the intended date of return as soon that date is known. If the interruption in studies was for more than six consecutive sessions, students will not be required to complete a Chamberlain application for admission and do not need to submit another application through CASPA.

Readmitted and reinstated students in the MPAS degree program must adhere to the re-entry requirements prior to resumption or readmission (see the Re-Entry Requirements – Master of Physician Assistant Studies (MPAS) degree program section of this catalog).

Students who return after an interruption of studies should note that course availability may vary. Because program requirements change periodically, the academic support advisor and the academic dean, program director or approved designee will assess the returning student's academic records to determine whether an alternate plan of study is required. Alternate plans may result in additional coursework requirements and tuition obligations. All students must be current in their financial obligations to Chamberlain prior to resuming studies.