

**Georgia Institute of Technology  
Office of the Registrar  
Application for Return from Leave of Absence**

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***Instructions and Information***

This form should be submitted to the Registrar's Office, Room 104 Tech Tower, 225 North Avenue, Atlanta, GA 30332-0315. It can also be scanned and emailed to [comments@registrar.gatech.edu](mailto:comments@registrar.gatech.edu).

Applications for return from a leave of absence are due by:

- Spring -- December 1st
- Summer -- April 1st
- Fall -- July 1st

Any questions related to the Leave of Absence policy or process should be directed to the Office of the Registrar at [comments@registrar.gatech.edu](mailto:comments@registrar.gatech.edu).

Students should remain aware that failing to meet the deadline could mean that return for the next semester may not be possible. Although readmission is not required, the record has to be reactivated, a time ticket assigned, and any holds cleared before registration can occur.

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Student's Last Name

First Name

Middle Initial

GT ID

Current Email Address

Telephone Number

Term which re-enrollment is requested:

Fall

Spring

Summer

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Signature of Student:

Date:

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**For Office of the Registrar Use Only:**

*Decision:* \_\_\_\_\_ *Date:* \_\_\_\_\_

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