

Application for an Authorized Leave of Absence (ALOA)

Applications for ALOA will be approved or denied based on the reason for the leave of absence. Reasons that would be considered for an ALOA include:

- Medical reasons or pregnancy
- Family emergency
- Death or serious illness of a family member
- Delays in obtaining a study permit or visa/ability to travel to Canada
- Personal reasons

New students who have not yet started studying at Algoma University should not use this form and should instead request a deferral through their agent.

If you are an international student, please read the following information:

- International Students at Algoma University can make an application for an Authorized Leave of Absence (ALOA) by completing this form.
- International students are required to show they are actively pursuing their studies by being enrolled full-time(PGWP eligibility requirement) or part-time (minimum conditions of their Study Permit in Canada) during each academic semester.
- Students who wish to take a semester off outside of their regularly scheduled break must have their leave authorized by the designated learning institution(DLI) in order to comply with the conditions of their Study Permit and maintain PGWP eligibility.
- Please note that IRCC states that any leave, authorized or unauthorized, that exceeds 150 days does not comply with the conditions of a study permit.

_____ Yes, I have read and understand the above information.

Signature of the Applicant _____

OFFICE OF THE REGISTRAR

Please complete the following information:

Full Name: _____

Student Number: _____

Application Date (yyyy/mm/dd): _____

Term Requested: _____

Reason for the Application:

Once the form has been completed - email the Office of the Registrar (regoffice@algonau.ca) with the subject title "Application for an Authorized Leave of Absence (ALOA)".

Please note that any request for an ALOA without documentation will not be considered.

Result:	___ Approved	___ Denied
Signature of the Registrar:		
Date:		