

Leave of Absence Checklist

If you are thinking of taking a semester or more away from Providence College (Leave of Absence or LOA), please consider contacting the following offices, if applicable:



Class Academic Dean & Advisor

Before taking a Leave of Absence, you may want to consider consulting with your class academic dean and your academic advisor to understand the impact of taking a leave on your academic progress. All class academic deans may be reached at 401.865.2495 or academicdean@providence.edu. Once you have decided to take a leave of absence and completed the paperwork in the Dean of Students Office, you will automatically be withdrawn from your classes.



Financial Aid

Withdrawing from classes may have an impact on your financial aid award(s). Please refer to the Office of Financial Aid Withdrawal/Leaves of Absence webpage, <https://financial-aid.providence.edu/withdrawal-or-leave-of-absence/>, for more information on the effects of withdrawal on your student aid and other aspects of your student life. You will also receive information on this page about the effects of withdrawal on your student loans, as well as your loan exit responsibilities.



Housing and Dining

If you currently live in on-campus housing, or off-campus hybrid housing, taking a leave of absence will automatically cancel your housing contract. Eligibility for on-campus housing requires that students be enrolled in classes full-time as an undergraduate day school student. To make arrangements to move out of your on-campus housing assignment, please contact Residence Life at 401.865.2392 or reslife@providence.edu.

If you currently live in a leased property off-campus please know that taking a leave of absence from the school does not generally have any impact on your lease. You are advised to be in contact with your landlord to discuss your specific situation.



Bursar/Student Accounts

Taking a leave of absence during a semester that has already begun will have an impact on your student account. To understand the impact a leave will have on your bill, please contact the Bursar's Office at 401.865.2284 or bursar@providence.edu.



Director of International Student Success

If you are an international student it is required that you consult with the Director of International Student Success prior to taking a leave of absence from the College. To understand the impact a leave will have on your visa and status as a student in the United States, please contact the director at 401.865.2495.