

Preparing a Motion by Committee

Faculty Senate Document Preparation Template

1. Document Title

Faculty Senate Motion 2026: Revisions to AP.1.8

Prepared by: Academic Policies Committee

Date Submitted: March 18, 2026

Document Version: Final

2. Number of Motions in This Document

This document contains 1 motion(s).

1. Motion 1:

- Be it resolved that the Faculty Senate approve the following changes:
- The addition of military service as an acceptable reason for an extended leave of absence.
- Students both in the US and at Mason Korea may need to take a leave of absence; this policy update makes it easier for such student to return to study after military service.

3. Motion Text

Motion 1: Add Military Service to AP.1.8

AP.1.8 Undergraduate Leave of Absence

All undergraduate students who are planning an absence from George Mason must submit [a formal request for Leave of Absence](#) to the [Office of the University Registrar](#).

Students do not need to complete the Leave of Absence form for **the sole purpose of** participating in a George Mason University sponsored study

abroad program or participating in a fully approved study elsewhere experience.

Eligibility Requirements

A student must:

- Be eligible to register for classes
- Be a degree-seeking undergraduate student
- Be registered during the semester immediately prior to the beginning of the Leave of Absence
- Have no holds (e.g., disciplinary, financial, etc.) which would restrict registration
 - The maximum time allowed for a Leave of Absence is two years, **unless the Leave of Absence includes military service**. A new admission application will be required if a student is away for more than two academic years **for reasons other than military service**. Re-admission is not guaranteed.
 - **Students who have a leave of absence under the military activation policy are entitled to reinstatement to their program of study (if available), without having to reapply for admission if (1) they return to the University after a cumulative absence of not more than five years, and (2) they provide notice of intent to return to the University not later than three years after the completion of the period of service. See the [Office of Military Services](#) for additional information.**
 - Prior approval is required. Advisors approve one-semester requests. Advisor and Dean approval is required if the leave of absence requested is for more than one semester.
 - Students are not permitted to study elsewhere while on a Leave of Absence.
 - A student who was admitted as a new first semester freshman or transfer student but did not attend will not be eligible for a Leave of Absence. Instead, he or she must contact Undergraduate Admissions.
 - A student who was re-admitted but did not attend will not be eligible for a Leave of Absence. He or she must contact Undergraduate Admissions.

- Requests for extensions on a previously submitted Leave of Absence require submission of a new Leave of Absence form.