The University of Mississippi Medical Center

Leave of Absence Status for Non-Booked Students

Summary/Purpose: Students who are not currently booked in any given semester/term be placed on an administrative Leave of Absence through the SAP student system.

Students who are enrolled in an academic program but who are not actively booked in courses for any given semester/term will be placed on an administrative leave of absence by the Dean of their school. This will prevent financial aid, for which a student is not eligible and which may result in an inappropriate financial aid refund to the student, from transferring to his/her account.

An administrative leave of absence for non-booked students will also alert the student accounting manager to review that student’s eligibility for continuation in the student health insurance plan. Only students who are actively enrolled (booked) or who are on an approved leave of absence are eligible for continuation of coverage in the student health plan.

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