

**APPLICATION FOR MILITARY LEAVE**

**MILITARY LEAVE ELIGIBILITY REQUIREMENTS:**

As provided for in the Higher Education Opportunity Act of 2008, students will be granted a Military Leave to serve in the Armed Forces of the United States based on the following provisions:

- Absence is due to active duty service in the Armed Forces, including the National Guard or Reserves, for more than 30 days.
  - The service member or veteran provides the CSULB [Veterans Affairs Services Office](#) with advance notice that the need for a leave of absence is due to military service
  - Students must submit the Application for Military Leave to CSULB Veterans Affairs Services Office
- The cumulative length of all absences for service in the uniformed services may not exceed five years. This period includes only the time spent actually performing service, not the period before reporting for duty and the time between completing service and returning to the institution.

**INSTRUCTIONS:**

1. Withdraw from all enrolled courses for the semester requested prior to submitting this form
2. Submit this form to the Veterans Affairs Services Office, Foundation Bldg., Rm 265

**PLEASE PRINT ALL INFORMATION**

**Name:** \_\_\_\_\_ **Campus ID #:** \_\_\_\_\_

**Military Plans:**

I plan to enter the military on: \_\_\_\_\_  
Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

My expected separation from the military is: \_\_\_\_\_  
Month \_\_\_\_\_ Day \_\_\_\_\_ Year \_\_\_\_\_

I plan to return to CSULB on: \_\_\_\_\_  
Fall/Term \_\_\_\_\_ Spring/Term \_\_\_\_\_

**Additional Information:**

\_\_\_\_\_  
\_\_\_\_\_

**Student Signature:** \_\_\_\_\_

Please note: If your military plans change, please contact the Veterans Affairs Services Office

**REQUIRED SIGNATURE OF APPROVAL**

**Veterans Affairs Services Office:** \_\_\_\_\_ **Date** \_\_\_\_\_

**For Enrollment Services Office ONLY:**

1<sup>st</sup> Semester/Year \_\_\_\_\_ 2<sup>nd</sup> Semester/Year \_\_\_\_\_

3<sup>rd</sup> Semester/Year \_\_\_\_\_ 4<sup>th</sup> Semester/Year \_\_\_\_\_