The SOM Office of Student Affairs administers leaves of absence (LOA) procedures for students in the MD program. For financial aid purposes every leave of absence is considered a withdrawal effective the first day of the leave.

What you must know before your LOA is approved

Required exit loan counseling
The day the leave of absence for federal a student loan borrower begins, the grace period on each loan begins. Grace periods on federal student loans range between zero and nine months based on the type of loan. Interest on unsubsidized loans will continue to accrue during the grace period. Making interest payments during the grace period can reduce the total loan repayment amount due upon graduation.

The U.S. Department of Education maintains borrowers’ student loan history online at nslds.ed.gov. Information concerning the loan(s) servicer(s), loan repayment, and materials on debt management is also provided on the website.

Return of federal (Title IV) funds calculation
Every leave of absence is considered a withdrawal effective the first day of the leave.

- Federal financial aid regulations state that a student who stops attending courses at any point prior to completing the payment period or period of enrollment is considered to have withdrawn unless at the time of the withdrawal the school obtains written confirmation from the student that he or she will attend a module that begins later in the same payment period or period of enrollment. The later module that the student will attend must begin no later than 45 calendar days after the end date of the module that the student stopped attending.

- If a student withdraws from all classes, his/her financial aid may be reduced or cancelled. Financial aid reduction or cancellation may create a balance due on his/her student tuition account that he/she must pay to Wayne State University.

Tuition adjustment

- A student on a leave of absence MAY have his/her tuition assessment adjusted by the SOM Records & Registration Office based on the quantity of courses completed during the academic year.

- The tuition assessment adjustment may create a credit balance of federal aid on his/her student tuition account.

- With the student’s written authorization, the Office of Student Financial Aid will apply the credit balance to his/her federal loans thereby reducing his/her loan debt.

Financial Aid Administrators are available in the School of Medicine

Walk-in Advising: Mazurek Education Commons, Suite 317  Phone: 313-577-1039  Email: finaidmed@wayne.edu
# Intent to Attend a Future Course

**Tentative leave:** From _____________ to _____________  
(mm/dd/yyyy) (mm/dd/yyyy)

<table>
<thead>
<tr>
<th>List below the course(s) from which you have withdrawn this school year.</th>
<th>List below the course(s) in which you are registered for this school year.</th>
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## Loan credit balance request:

There MAY be a credit balance remaining after a tuition adjustment and the required federal (Title IV) funds calculation.

- [ ] I authorize WSU to return federal student loan funds to the U.S. Department of Education (USED) in the amount of the resulting credit balance.
- [ ] I do NOT authorize WSU to return to USED federal loan funds in the amount of the resulting credit balance.

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**REQUIRED SIGNATURE:** I certify that all information reported on this form is complete and correct.

<table>
<thead>
<tr>
<th>Student’s Signature</th>
<th>Date</th>
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5/2018