



HALMSTAD
UNIVERSITY

Date of arrival Sign Ref (school/dep)

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Application for leave of absence

INFORMATION

- Leave of absence is granted for a maximum of two semesters per application.
- Attach documents reinforcing your reasons for leave of absence.
- The application needs to be submitted in good time before designated absence.
- Do not forget to notify any change of circumstances to CSN
- Submit application to Service Centre building A, send it to servicecenter@hh.se or send to Halmstad University, Student Affairs department, PO Box 823, 301 18 Halmstad.

Name

Personal identity number

Programme/course

UHRFS 2016:1

4 § Special reasons for being allowed to continue studies after a leave of absence may be social, medical or other special circumstances such as care of children, conscription or civilian service, military basic training according to the ordinance (2015: 613) on military basic training or student union assignments. Special reasons may also be temporary probationary employment in accordance with section 12 of the Act (2012: 332) on certain Armed Forces employment or service in the Armed Forces for those who are employed as part-time group officers, soldiers or sailors in accordance with this Act.

I apply for leave of absence from date:

until date:

Details about the leave of absence:

Date and signature