



QAHE Limited Leave of Absence Policy

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1. Introduction

Students who are unable to engage with their course due to ill health, personal circumstances, financial difficulties, or other exceptional and unforeseen reasons may be eligible to apply for a leave of absence. A leave of absence is an authorised temporary break from studies, normally granted for one calendar year. In exceptional cases, this period may be extended, up to a maximum of two consecutive years.

2. Approval

A leave of absence must be approved by the Compliance Team. Students are required to provide appropriate evidence, where applicable, to the Compliance Team to support the reasons for their request.

3. Impact on visa status

For Ulster University international students holding a student visa, any change in circumstances may affect their visa status and ability to remain in the UK. When a leave of absence is approved, the University is legally required to notify UK Visas and Immigration (UKVI) that the student is no longer actively studying. UKVI may subsequently take action to curtail or cancel the visa.

4. Returning from Leave of Absence

Once the Registry Team confirms the student's return date, Ulster University international students must request a new Confirmation of Acceptance for Studies (CAS) between three and six months prior to resuming their studies. Students are also required to prepare all supporting documentation necessary for their student visa application in advance of their return.

