## PhD / DMin Chart 8a: Leaves of Absence, Extensions and Delays

Leaves of Absence (LOA) and Extensions (Ex) **Student** consults with supervisor; secures supervisor **Supervisor** provides GD with short statement signature on LOA or Ex request form and submits it to why LOA or Ex should be granted member college Graduate Director (GD) **GCTS** organize Petitions **Graduate Director** approves first LOA or Ex and sends copy of approval Committee, if required form to GCTS; forwards second and succeeding LOA or Ex to GCTS Unsatisfactory Progress **Supervisory Committee Graduate Director** may identify Supervisor identifies problems records its opinion in unsatisfactory progress; notifies early and intervenes Student Progress Report. supervisor, student, and GCTS Under certain circumstances, GCTS may **GCTS** may identify unsatisfactory terminate student from program for unsatisfactory

completion of program components

*Ex*: Examination; *FOE*: Final Oral Examination; *GCTS*: Graduate Centre for Theological Studies;

GD: Graduate Director; LOA: Leave of Absence

progress; notifies supervisor and student