

- I. **ENROLLMENT NOTIFICATION PROCESS**
 - A. Students must enroll in at least one course per semester (Fall and Spring) **unless** they complete a *Change of Enrollment Form* and submit this form to the MPH Academic Coordinator.
 - B. A Leave of Absence (LOA) of more than one year requires a written justification that must be approved by the Director of the *Graduate Program in Public Health*.
 - C. When a student wishes to return to active status after a LOA, a *Term Activation Form* must be completed and submitted to the MPH Academic Coordinator in order to enroll in courses.