

Hampton University Student Counseling Center and Student Health Center



WHAT TO EXPECT IF YOUR STUDENT TAKES A MLOA

1

A student needing to address medical needs (both physical and mental health) that require treatment and time away from campus for 10 days or more, may qualify for a MLOA. These students should be referred to Hampton University's Wellness Care Coordinator, Ms. Kirk at 757-728-6040 or by email at wellnesscarecoordina@hamptonu.edu

2

After consulting with Ms. Kirk, the student will be given instructions for the MLOA. Once the Approval Letter is sent to the student from Vice President Dr. Inman, you will receive an email from Assistant Vice President Dean Whitfield informing you the student has been approved for an official MLOA. The student should not be on-campus for any reason or event if they are on MLOA. This includes: exams, presentations, etc.

3

While the student is away from campus, the student will be encouraged to connect with you regarding their classwork/grades. The Health Center and Student Counseling Center will defer to the discretion of faculty regarding academic concerns. The expectation is that the student will contact you and devise a mutually agreed upon plan to complete classwork or receive an Incomplete if the academic requirements per the academic policy is met.

4

A student who returns from MLOA will await their clearance letter from Vice President Dr. Inman. Once they receive approval to matriculate, the student may resume regular University activities. The student should connect with instructors and academic advisors for next steps to either complete the work missed, submit the work completed, and/or register for upcoming classes if not done prior to MLOA.

5

- Students should contact instructors, Office of the Registrar, Office of Financial Aid and their academic advisor to discuss the impact of the MLOA
 - This includes letter grades if they go on MLOA at the end of the semester or do not return before the semester ends.
- Students will not be able to register for new classes if they are on MLOA.
- Grades are given at the discretion of the faculty