LOA, CE, and CR

STUDENT SERVICES
OFFICE OF STUDENT LIFE
HOW-TO SERIES
What Are LOA, CE, and CR

- **LOA** = Leave of Absence
- **CE** = Continuous Enrollment
- **CR** = Continuous Research
What is a Leave of Absence?

- A student who, for personal reasons, is temporarily unable to continue their program of study may request a Leave of Absence (LOA) for a specific period of time, not to exceed two (2) semesters during the total period of certificate or degree candidacy. You must apply for a new LOA each semester.
Continuous Enrollment (CE) may be used for completion of outstanding work in courses in which a grade of Incomplete (I) was received or other outstanding degree requirements.

CE may also be used by degree-seeking Master’s students who are preparing to sit for the comprehensive examination.

Doctoral candidates who are unable to defend in the semester in which their dissertation defense materials are filed may be eligible to defend and register for continuous enrollment in the semester immediately following.
What is Continuous Research?

- All Master's students who are writing a thesis and have completed their required number of thesis and coursework credits must register each subsequent fall and spring semester for a 0920-Continuing Research course, which carries a fee equivalent to one credit hour of tuition, until successful completion and submission of the thesis.

- All Education Specialist students must register for a 0920-Continuing Research course in order to sit for the comprehensive examination, if not otherwise enrolled in coursework.
What if I’m a Doctoral Student

- If you have completed all required coursework and will be taking your comprehensive examinations in the subsequent semester, including the summer semester, you are to enroll in one credit of Continuing Research (CNSL, EDUC, HOL, SPED, or CPED 0940) during that semester. You may only take 0940 for up to 2 semesters while preparing for the comprehensive examinations.

- If you have completed 24 credits of Dissertation Research (8999) and have not yet successfully defended your dissertation, you are to enroll in one credit of Continuing Research - 0940 each fall and spring semester until successfully defending.
Important Things to Remember

- You can only register for two semesters of CE and LOA

- If you would like to apply register for more than two semesters of CE and LOA, you will need to appeal to either the Master’s Appeal Committee or the Post-Master’s Appeal Committee.

- In order to register for CE or LOA you need to fill out an RTF and a Request for LOA/CE form and turn it into the Office of Student Services. These forms can be found on the Student Services website.

- CR can be registered for on GWeb as a regular course – 0920 for Masters and EdS students and 0940 for Doctoral students.
For Questions and Concerns

If you have any issues please contact your GSEHD Advanced Degree Program Coordinator within the Office of Student Services.

Have a great semester!