

Submission Deadline for Request for Leave of Absence and Request for Resumption of Studies

The following students must submit a Request for Leave of Absence or a Request for Resumption of Studies in the submission deadline below:

- (1) Students who intend to take a leave of absence starting from September 1, 2015 (including those still on leave until August 2015).
- (2) Students who intend to take a leave of absence starting from October 1, 2015 (including those still on leave until September 2015).
- (3) Students who wish to resume studies from September 1 or October 1, 2015.

Submission deadline: August 31 (Mon), 2015 4:50PM

**Submit to: PEAK/GPEAK Section
(Counter No. 2, Admin. Bldg. 1F)**

* The official forms are available at PEAK/GPEAK Section counter and on GPEAK website

(http://www.c.u-tokyo.ac.jp/eng_site/graduate/procedures/absence-return/index.html).

* The request cannot be accepted if a student has outstanding financial obligation to the university or if the request form is incomplete.

* If you are a scholarship recipient, you need to check for separate procedures regarding scholarship payment before submitting. For international students, please make sure to consult International Student Section in advance.

* If you need a document that certifies your leave of absence, please consult PEAK/GPEAK Section well in advance.

* Please take careful note of the submission deadline. If you have any questions, please contact PEAK/GPEAK Section.

PEAK/GPEAK Section

August 5, 2015