LEAVE GUIDELINES FOR ADVANCED EDUCATION PROGRAMS

The following general guidelines have been developed for use by the Advanced Education Programs in the School of Dentistry in establishing policies for leave for graduate students and residents. Because of the diversity of programs, it is recognized that completely uniform policies across all programs are neither possible nor desirable. Nonetheless, individual programs are expected to incorporate these general guidelines into their program-specific policies.

1. At the beginning of their training program, all students must be given a written copy of their program’s leave policies. Notification of any subsequent changes in policies must also be made in writing.

2. Leave must not be scheduled during the weeks that students would be participating in core and multi-use courses.

3. All students must be permitted at least two weeks of leave a year.

4. Students in clinical training programs should not be permitted more than four weeks of leave (including University holidays, vacations, and personal time) per year. Professional meetings and continuing education courses authorized by program director are considered educational activity.

5. All programs follow prescribed maternity/paternity/adoption policies.
   a. Dual Certificate + MS/MPH programs: Graduate School policies
   b. Certificate Only (AEGD + Orofacial Pain): School of Dentistry policies
   c. GME supported programs (GPR + OMSU): GME policies

6. All programs follow prescribed student religious observance policy.
   a. Dual Certificate + MS/MPH programs: Graduate School policies
   b. Certificate Only (AEGD + Orofacial Pain): School of Dentistry policies
   c. GME supported programs (GPR + OMSU): GME policies

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