Health Leave Plan template Calvin University

(to be completed collaboratively by student and Dean of Students or other Calvin staff member *at the beginning* of a Health Leave)

*This form will be accessible by Calvin staff involved in the Health Leave process upon submission, with information shared between staff members only on a need-to-know basis. Questions about the confidentiality of the form can be directed to the Dean of Students office (**deanofstudents@calvin.edu**).*

**Student name:** **Student ID#:**

**Completed with (staff name):** **Date:**

The primary goal for students on Health Leave is to address the medical condition that caused the leave, with the goal of being readmitted and completing studies at Calvin University. This Health Leave Plan serves as an initial guide for your time on leave, preparing you for a successful return to your studies at Calvin.

Multiple resources for a successful Health Leave are available online at <https://calvin.edu/directory/policies/health-leave-of-absence-return-policy>, and you are encouraged to explore these as you work collaboratively with Calvin personnel in formulating your Health Leave Plan. You can use the following questions to help shape your plans for a fruitful and healing Health Leave via 1) treatment planning, 2) identification of health-related goals & resources, 3) commitment management, and 4) addressing other requirements.

**Treatment plans**

**How will you incorporate any needed treatment into your time on Health Leave?**

*Ex. What medical and/or mental health treatment has been recommended by your health care providers? Where, when, how, and with whom will you follow those recommendations during your time on Health Leave?*

**Health-related goals and resources**

**How will you incorporate wellness activities into your time on Health Leave?**

*Ex. What routines and habits will support your wellness (ex. exercise, sleep, eating, social connection, faith practices, time management, hobbies, etc)? Which people and resources will support you in carrying out these healthy activities?*

**Commitment management**

**How will you determine the amount and type of commitments that work best during your time on Health Leave?**

*Ex. Will engagement with for-credit classes at another institution help or hinder your recovery during Health Leave? What quantity and type of employment and/or volunteer work (if any) will best support your wellness while on Health Leave?*

**Other requirements**

**Are there specific requirements you have been asked to fulfill in order to return to Calvin?**

*Ex. Have any other requirements been laid out for you for your continued enrollment (ex. conduct, academic, etc)? If so, how will you work towards meeting those expectations while on Health Leave and who will be your primary supports and contacts in the process?*

**Thank You**

Before readmission after Health Leave, you will be expected to show satisfactory completion of this Health Leave Plan. You are encouraged to participate actively in the creation and implementation of the Health Leave Plan, communicating actively with treatment providers and other professionals along the way when modifications are needed.

If you have any questions or concerns as you step away from your studies for Health Leave, you are welcome to contact your Leave Coordinator or one of the following offices directly:

* [Dean of Students](https://calvin.edu/offices-services/student-life/department-leadership.html) (deanofstudents@calvin.edu)
* Center for Student Success/Disability Services (successcenter@calvin.edu)

You may also find the following offices (and others) helpful in supporting your wellness planning:

* [Athletic Department](https://calvin.edu/athletics/)
* [Campus Ministries](https://calvin.edu/offices-services/campus-ministries)
* [Career Center](https://calvin.edu/offices-services/career-center)
* [Center for Counseling and Wellness](https://calvin.edu/offices-services/counseling-and-wellness/index.html)
* [Center for Student Success](https://calvin.edu/offices-services/center-for-student-success/index.html) (including the Registrar & Disability Services)
* [Financial Aid Office](https://calvin.edu/offices-services/financial-aid/)
* [Health Services](https://calvin.edu/offices-services/health-services/?dotcmsredir=1)
* [International Admissions](https://calvin.edu/admissions/internationals/)
* [Major Department/Academic Advisor](https://calvin.edu/academics/majors-programs/)
* [Residence Life](https://calvin.edu/offices-services/residence-life/?_ga=2.2464825.863369001.1626716783-946745477.1580835896)
* [Safer Spaces](https://calvin.edu/offices-services/safer-spaces/?dotcmsredir=1)
* [Student Employment](https://calvin.edu/offices-services/career-center/student-employment/)

Thank you for engaging in this planning process!