

Guidelines Regarding Temporary Suspension of Duty for Graduate Students in the Event of Childbirth and/or Adoption

If a graduate student holding any type of University financial support becomes unable to maintain a full-time commitment to his or her studies because of childbirth or adoption, he or she may continue to receive financial support for up to six (6) weeks, or until an expected change of enrollment status, whichever comes first. If this six-week period does not provide the student sufficient time to resume his or her studies on a full-time basis, then the Graduate School Office, in consultation with the student's department and advisor, is authorized to put the student on Leave of Absence.

The student must provide written proof of the situation, e.g., medical documentation from McCosh Health Center or from an outside health care provider in the case of childbirth (if the latter, then the student must also grant permission in writing for a University Health Services physician and the Graduate School Office to contact the certifying health care provider), or from an adoption agency or attorney in the case of adoption (again, the student must also grant permission in writing for the Graduate School Office to contact the certifying agency or individual).

If a student is on a non-Princeton fellowship or award, then s/he is obliged to inform the external award agency and discuss the implications of not being able to maintain a full-time study commitment. Many funding agencies defer to local institutional policies; some, however, have well-defined guidelines of their own. In those cases, the rules of the granting agency prevail.

If after the six-week period a student is granted a Leave of Absence, s/he should visit the Student Health Plan Office in McCosh Health Center and become acquainted with the implications of going off the Student Health Plan. Students who have received treatment or referrals for some previously diagnosed and treated conditions may continue to receive benefits under the Student Health Plan for up to ninety (90) days after they have left regular enrollment. Before going on leave, international students must discuss their change of status and its implications with the international graduate student advisor in the Office of Visa Services, 120 Alexander Street.