



CALUMS

CALIFORNIA UNIVERSITY OF MANAGEMENT AND SCIENCES

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ANNUAL VACATION REQUEST FORM

- Student can take Annual Vacation after completing 3 consecutive quarters.
- Annual Vacation must not exceed 1 quarter period per academic year.
- Annual Vacation can not be taken on the last quarter of completion of program.
- If student do not return to school after approved Annual Vacation, the student's status with the University will be changed to Withdrawal Status.

I, _____, ID # _____, a student of CalUMS, hereby request for Annual Vacation for _____ quarter of _____ (year) beginning on _____ to _____. I plan to return to continue with full course of study on _____ quarter of _____ (year).

I have read and understood all the rules and regulations pertaining to Annual Vacation.

STUDENT'S SIGNATURE

DATE

ACADEMIC DEAN'S SIGNATURE

DATE