

LOA / Abbreviated Academic Curriculum Checklist

Medical Insurance:

- You are covered by your medical insurance through the semester for which you are registered.
- Students that are enrolled less than full time are not automatically charged/enrolled in health insurance and can log into Gallagher and enroll if they would like coverage.
- For a non-medical LOA, students may review and obtain health care coverage through <https://www.marylandhealthconnection.gov/>.
- For medical LOA, verify eligibility for insurance coverage by contacting studentaccounthelp@umaryland.edu and reviewing <https://www.umaryland.edu/student-financial-services/student-insurance/> attention to: Am I eligible for SHIP when on an approved Medical Leave of Absence?
- If you have questions regarding your campus group policy while on LOA contact studentaccounthelp@umaryland.edu or Meghan Bruce Bojo at 410-706-2055.

Malpractice Insurance:

- You are covered by malpractice insurance through the semester for which you are registered.
- Students on LOA status are not covered by malpractice insurance.

Student Accounts and Financial Aid:

- It is the responsibility of the student to contact both Student Accounts at 410-706-2930 or studentaccounthelp@umaryland.edu and the University Student Financial Assistance (Financial Aid) at 410-706-7347 or aidtalk@umaryland.edu to resolve balances, and how this LOA will affect your financial aid award(s).
- Students on approved leave for research positions may qualify to register for Special Research Elective with tuition remission. Students will be responsible for payment of student and health insurances fees (if applicable).

Schedules:

- For years 1 and 2, notify all course directors of your dates of departure and return. Don't forget POM or any other pre-clerkship electives you may have scheduled
- For years 3 and 4, complete add/drop forms with signatures from course directors for any remaining rotations on your schedule. Additionally, please contact this office (OSA) eight (8) weeks before your return to work on a new clinical schedule.

List Serve:

- Contact the Office of Medical Education at MedScope@som.umaryland.edu to be placed on the appropriate list serve.

Contact Information: Please write the address and email address the school should use to contact you while on LOA.

Address: _____ Email: _____

I have read the above and understand that it is my responsibility to address these issues prior to my leaving. Further, I understand that I should reassess the implications of all of these issues should I change my return plans.

Student Signature

Date

Student Name (Please Print)