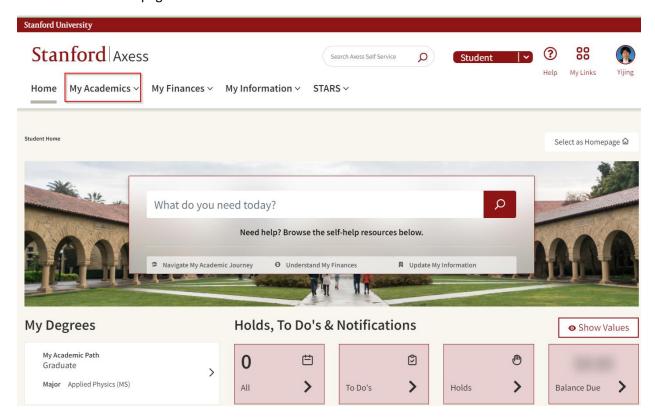
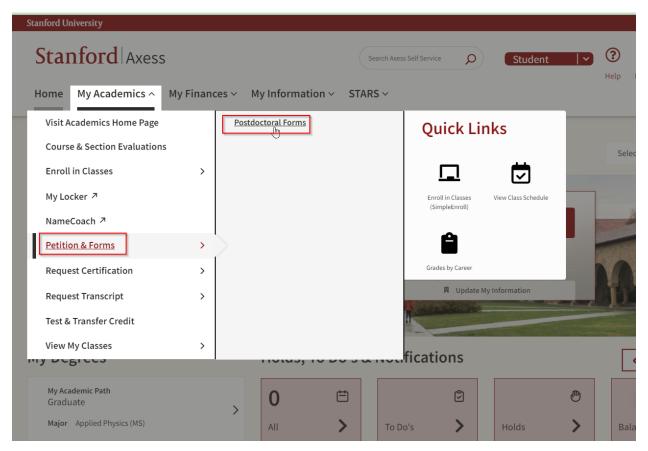
Job Aid on how a Postdoc can submit a Leve of Absence (LOA) in Axess

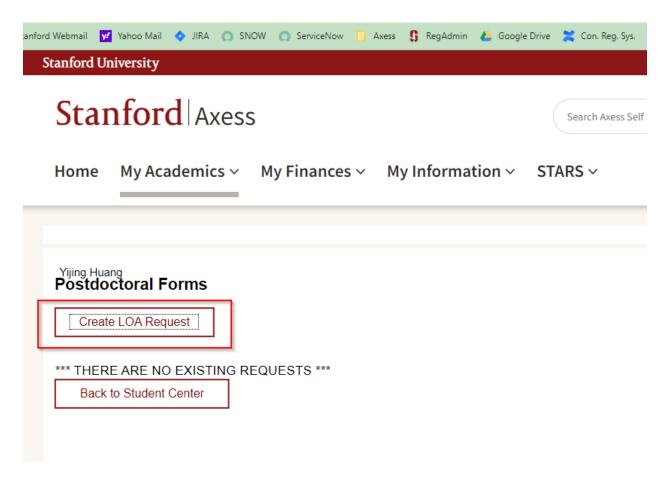
Axess Home page



• Select: My Academics>Petitions & Forms>Postdoctoral Forms



• Select: Create LOA Request



This will open a LOA form with the current appointment



## STANFORD UNIVERSITY OFFICE OF POSTDOCTORAL AFFAIRS

## POSTDOCTORAL SCHOLAR UNPAID LEAVE OF ABSENCE REQUEST

* Required field + Must match passport  Bio Demo  Student ID: 06120584 Yijing Huang	
Student ID: 06120584 Yijing Huang	
*Acad Org: DORPULSE	
Acad Plan: Photon Science (PD) Acad Sub-Plan:	
Faculty Mentor: David Reis Appointment End Date: 08/30/2023	
Recommendation ID: 02039916	
International Scholars	
Visa/Permit Type: F1 Q Visa permit end date: 06/30/2023	
Other Visa type:	
*Will you remain in US during your leave period:	
*Leave request From:	
*Leave request To:	
*Reason for Leave	
*Explanation for leave	
*Are you currently on the Postdoc Health Insurance plans at Stanford?	
*If externally-funded, I have obtained approval from my funding agency for this leave:	
Submit Return to Postdoc Forms Prin	t