

Leave of Absence (LOA) Protocol

Preamble:

LOA is a privilege not a right, and it is normally granted by the relevant Department, **not** by Sports Administration. LOA is normally granted when such absence does not result in undue disruption to the student's academic program or is detrimental to the academic progress of the student concerned. The LOA applies to the specific day(s) of absence granted and does not excuse students from work which must be submitted thereafter.

Aim: In its Vision and Mission statement, Rhodes aims to provide a safe and nurturing student support system as well as a diverse array of residential, sporting, cultural and leadership opportunities that will foster the all-round development of our students, the university and the region as a whole. To this end, while academic endeavours are of primary importance, due recognition of the value of sporting competition is important, and Heads of Department are urged to grant LOAs for students participating in sporting fixtures at a provincial and national level.

Protocol:

1. LOAs will normally be granted for a competitive event which is part of Rhodes' official sport program, and is at provincial, national or international level.
2. LOAs will normally be granted for students participating in an Intervarsity team.
3. LOAs will normally be granted for attendance at practice after 17h00 on a weekday and over weekends for a scheduled provincial, national or international event.
4. Individuals who are selected to compete at provincial, national or international level for sports codes which are not offered at Rhodes shall also be covered by 1-3 above.
5. The application should normally be made at least a week in advance.
6. All relevant supporting documentation must accompany the application.
7. The application should be signed by the relevant captain or coach concerned and then handed in to the relevant sport officer.
8. The student is responsible for timeous submission and collection of the signed LOA form from Sports Admin, and for handing it to the Head of the relevant academic department.
9. Should a requested LOA not be supported, the affected student may request the relevant sport officer to intervene on his/her behalf
10. No late applications (submitted after an event) will be supported by Sports Admin.