Returning from Mental Health-Related Medical Inactive Status

When you wish to return to full-time status you will be required to have an evaluation and receive medical clearance from the University Health Service. Although this clearance officially comes from the University Health Service, when your medical leave involves mental health issues, the evaluation and official recommendation will come from the University Counseling Center (UCC).

Generally, students on a medical inactive status for mental health reasons are not considered to return to full-time status unless they have been out two semesters or can show at least 6 – 9 months of stability.

There are four steps that you must follow to have an evaluation by the UCC. Evaluations for Eastman students planning a fall return are performed starting in mid-March and evaluations for a spring return are performed starting in mid-November.

1. Contact the Office of Academic Affairs at Eastman and let them know you wish to return to full-time status. You will be required to complete the Request for Return from Inactive Status form and submit all of the required supplemental documentation. You will then be referred to the UCC for clearance.

2. Your documentation will be forwarded to the UCC by the Office of Academic Affairs. In assessing your readiness to return to full-time status, the UCC will look for:
   - Indications that you have been comparatively free from the problems that interfered with your effectiveness and necessitated your original leave.
   - Indications that you have been functioning effectively for an extended period of time in a responsible and challenging paid or volunteer work setting, and/or you have successfully completed full or part-time college level coursework (include grades if possible).

3. If you have worked with a therapist or other professional, ask that person to write to the UCC. This letter should include the span of time and number of contacts involved and the professional’s appraisal of:
   - Symptoms and other limitations that were evident at the outset of your work.
   - Modes of treatment and progress made in alleviating and controlling symptoms.
   - Your readiness to return to full-time study.
   - Recommendations for your care when you return.

4. Once the UCC receives these letters, they will arrange for an evaluation with a UCC therapist. This evaluation may not take place until after the UCC receives both the letter you write and the letter from your therapist, as outlined in #2 and #3 above. If you are not living in the Rochester area, arrangements will be made for you to complete the evaluation by phone.

Once the therapist’s evaluation has been completed, the UCC Director will review all pertinent documentation. A recommendation to either approve or deny the request will be forwarded to the Office of Academic Affairs, who will then make the final decision about your return to full-time status.

If you plan to return to full-time status, and believe that you will have met UCC requirements for clearance to return, please contact the Office of Academic Affairs by phone at 585.274.1020 or by email at academicaffairs@esm.rochester.edu.