

## Application for an approved leave from studies with a guaranteed place

### Personal data

Name	Personal identity No.
Address	Tel.
Postcode and place	E-mail

### Approved leave from studies

Course/programme:
<input type="checkbox"/> I apply for approved leave from studies with a guaranteed place from - until*

\* Please note that you must specify both the start and end date (YYYY-MM-DD) of your approved leave from studies.

For a guaranteed place to be granted you must be able to substantiate reasonable grounds. If the Swedish Defence University finds that you do not have sufficient grounds for being granted a guaranteed place and your application is refused, the Swedish Defence University will register a leave from studies *without* a guaranteed place for the period you have stated in your application.

### State reason for an approved leave from studies

<i>Reason</i>	<i>Required documentation to be enclosed</i>
<input type="checkbox"/> Employer's decision to postpone leave	Enclose a certified copy of the employer's decision
<input type="checkbox"/> International service	Enclose a certified copy of the decision
<input type="checkbox"/> Other work	Enclose a certified copy of the contract of employment
<input type="checkbox"/> Time-limited probationary position in the Swedish Armed Forces (Occasional duties GSS/T)	Enclose a certified copy of the contract of employment and a certified copy of a decision/certificate stating the period of service
<input type="checkbox"/> Illness	Enclose the medical certificate
<input type="checkbox"/> Other reason	Enclose an explanation of the grounds and certified copies of the documents that substantiate the reasons cited.
<input type="checkbox"/> I do not wish to give any reason	

**Place and date** \_\_\_\_\_ **Applicant's signature** \_\_\_\_\_

**The application must be forwarded to:**  
Försvarshögskolan  
FUS  
Box 27805  
115 93 Stockholm