



- North Campus Central Campus WHC South Campus
- Pines Center Weston Center Miramar Central

Notice of Class Absence Due to Activities

Student Name:

Student Number:

Reason for Absence (50 words or less)

Dates of Absence

Permission to make up class work missed during absence.

Sequence Number	Instructor	Approved	Denied	Signature of Instructor

Instructions to students:

1. List the classes by reference number and instructor that you will miss during your absence.
2. Contact your instructor(s) for class assignments and to secure permission to make up class work missed.
3. Obtain the signature of your Club Advisor or Faculty/ Staff Chaperone for the event.
4. Return the completed form to the Director of Student no latter than two weeks prior to the date of absence.

Club Advisor or Faculty/ Staff Chaperone Date