



**Absence Request & Appeal Form for Attendance, Department of Mathematics, Statistics and Computer Science**

Student Name: \_\_\_\_\_

Email: \_\_\_\_\_

Course Number: \_\_\_\_\_

Instructor: \_\_\_\_\_

**Absence Information**

Dates of Absence	(L) Lecture (D) Discussion	Documentation provided	Reason for Absence/one word description	Approved/Rejected

*You must submit requests for excused absences during the first two weeks of the semester. Appeals are allowed during week 9, 10, 14, and 15 only. No appeals will be accepted after the final exam. All documentation must be included!*

\_\_\_\_\_  
*Student Signature* *Date*

**Instructor or Director of Undergraduate Studies Approval**

- Approved
- Rejected

Comments: