

Official University-Excuse Absence Form*

**Not applicable to University Athletics absences. Student athlete absences are communicated by memo from the respective Athletics office.*

Faculty or Staff Sponsor: _____

Title/Department: _____

E-mail and Campus extension: _____

Activity and related educational value: (may be documented by attaching a copy of the course syllabus with activity highlighted)

The following student(s) will be participating in this activity:

Date/time of activity/absence: _____

Faculty/Sponsor signature: _____

Department Head signature: _____

Academic Dean signature: _____