

Request for Excused Absence/Tardiness

Date of Absence: _____

Today's Date: _____

Student Name: _____ **HUID#:** _____

Instructor Signature
Accepted Not accepted*

Class(es)

1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

*Must provide rationale. Use back of this form, if you need more space.

Reason for the request**:

**Documentation must remain attached to this form.

Student Signature

