

Officially Sanctioned School Activity

See Academic Policies and Procedures Manual, 6.1.5 Absence from Class

... "These students should not be charged with a willful absence but should be held responsible for all regular course work."

Group: _____

Purpose of Activity: _____

Date of Departure: _____ Time of Departure: _____

Destination: _____

Date of Return: _____ Est. Time of Return: _____

NOTE: After all signatures have been secured in the order listed, the Office for Student Services will return this form to the sponsor for distribution.

*Sponsor _____ Date _____

Department Chair _____ Date _____

Academic Dean _____ Date _____

V.P. Academic Affairs _____ Date _____

V.P. Student Services _____ Date _____

*Please list all participants for this activity on the reverse side of this form.

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