

Student ID: Year: _____ Section: _____

Please provide details of missed classes by completing every section of this form. **Any incomplete part of this form will be regarded as void, and will not be approved.** (Attendance will not be changed to "Approved Absence")

No.	ID Subject	Subject	Instructor	Year	Sec.	Eng. Group	Absence Date	Time

Student's Signature _____
 (_____)
 Date: ____ / ____ / ____

Instructors' Opinion:

Allowed
 Not allowed
 Other _____

Because: _____

Signature _____
 (_____)

Instructors

Date: ____ / ____ / ____ Time: _____