

## ***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: \_\_\_\_\_ Time of Return: \_\_\_\_\_

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

\*Sponsor \_\_\_\_\_ Date \_\_\_\_\_

Department \_\_\_\_\_ Date \_\_\_\_\_

V.P. Academic Affairs \_\_\_\_\_ Date \_\_\_\_\_

V.P. Student Affairs \_\_\_\_\_ Date \_\_\_\_\_

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

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