

Justified Absence Form

Last updated May 25, 2023

You must fill in this form within two (2) school days upon your return to school, attach all valid documentation, and submit to the Dean of Students. Please note that the College reserves the right to reject requests deemed unjustified.

As per IPESA, Section 2.4,

"While a medical certificate may be required, it does not exempt the student from meeting the requirements of the course; the student is responsible for finding out from the teacher what they missed in their absence."

Date:					
Student Nan	ne & Student ID:				
Absence Info	ormation:				
FROM	DATE	A.M.	□ P.M.	☐ ALL DAY	
то	DATE	□ A.M.	□ P.M.	☐ ALL DAY	
Courses Missed:					
Course Name, Course Code, and Section #					



Reason(s) for absence:		
Student Signature:		
	FOR OFFICE USE ONLY	
ABSENCE EXCUSED: ☐ YES [□ NO □ A.M. □ P.M. □ ALL	DAY
Dean of Students Signature: _		
Date:		