



FORM: MC455.A

ABSENTEEISM FORM: Day to Day

SECTION A:

This form provides the Academic Committee with a reason why I have been / will be absent from class.

Please attach any evidence/documentation to substantiate absenteeism.

1. Student Details

Surname:				Name:						
Student Number:	D	H	M							

2. Module/Module Unit(s) details that I did/will not attend

Note: One form should be completed for each single day missed to indicate specific classes missed on that particular date.

Module/Module Unit(s) Title:	Lecturer:	Date:

3. Reason for Absenteeism

4. Acknowledgment

I, _____, hereby acknowledge that this form does not provide consent for being absent, it merely stipulates reason for absenteeism.

Student Signature

Date