



## University Excused Absence related to Hurricane Ike

You may request a University Excused Absence related to Hurricane Ike for the week beginning Monday September 15. Among the reasons a University Excused absence may be granted are inability to travel back to College Station as well as personal and familial recovery from the hurricane. For example assisting your immediate family with repairing damage to, and clean up of, the residence, and assisting them with relocation back to the residence.

Under Student Rule #7, if the absence is excused, the instructor must either provide the student an opportunity to make up any quiz, exam or other graded activities or provide a satisfactory alternative to be completed within 30 calendar days from the last day of the absence.

Use the form below to request a hurricane-related University Excused Absence.

Once completed submit this form to your department.

NAME: \_\_\_\_\_

UIN: \_\_\_\_\_

MAJOR: \_\_\_\_\_

REASON A UNIVERSITY EXCUSED ABSENCE IS REQUESTED:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED: DEPARTMENT: NAME \_\_\_\_\_

SIGNED \_\_\_\_\_

DATE \_\_\_\_\_

COLLEGE: NAME \_\_\_\_\_

SIGNED \_\_\_\_\_

DATE \_\_\_\_\_

**AOC DEAN: PLEASE DISTRIBUTE TO THE STUDENT'S INSTRUCTORS.**