

Department of Foreign Languages and Literatures
Request for Absence from Class (DE & Face-to-Face)
(Class Cover)

I will be absent from my class(es) on: _____ for the following reason(s):

The following arrangements have been made to have the class(es) covered:

(Please Print Name)

(Please Sign)

Date

Approved: _____ Not Approved: _____

Dr. Frank E. Romer, Chair
Foreign Languages & Literatures