PRE-ARRANGED ABSENCES
Students may request permission from their instructors to miss class sessions for appropriate reasons by using this Pre-Arranged Absences Form. Absences approved by the instructor will be considered "excused absences." Suitable reasons include student's documented illness, death in student's immediate family, tribal ceremony, and participation in Institute-approved activities.

Absences not considered excused include powwows, vacations, work, absences before and after holiday periods or Spring Break, and similar activities. Pre-arranged excused absences must be obtained beforehand using the appropriate form with signatures.

Please note that an instructor may deny a student's request for a pre-arranged absence. For Pre-Arranged Absences forms, please see the Retention Director in the Student Success Center.

Date:___________________ Student ID # _____________________

Student Name: __________________________________________

Last,                                     First

will be absent on:_______________________________________ for the following reason(s):
(Dates of Absence(s)
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

The instructor's signature below indicates these absences are EXCUSED.

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<tr>
<th>Course #</th>
<th>section</th>
<th>Cr.</th>
<th>Course Title</th>
<th>Faculty Signature</th>
<th>Date of Excused Absence</th>
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Student Signature ________________________________ Date __________

Student, please return this form to your Student Success Advisor in the Student Success Center.