



NOTIFICATION OF ABSENCE

Name of student:

Course Year:

ID Card No:

Email:

I was unable to attend the lectures /tutorials/practical sessions/placements/industrial visits on the following*

date/s:

Reason

Name of

lecturer/demonstrator**

If sick, attach Medical Certificate

YES

NO

Signature

Date

**mark where applicable;*

*** indicate name of lecturer/demonstrator with whom you missed tutorials, practical sessions, placements or industrial visits. No need of names of lecturers, if you missed lectures.*