

Documentation Form for Absences for USAO Student Government Association

Name: _____
Committee(s): _____

Date of Absence: _____

Absent From: Committee Senate Event

Cause for Absence -attach documentation if necessary:

Signature of Absentee

Date

TO BE COMPLETED BY THE COMMITTEE CHAIR (if absence is from a committee)

Absence Excused

Absence Not Excused

Comments:

Signature of the Committee Chair

Date

TO BE COMPLETED BY THE VICE-PRESIDENT OF THE STUDENT GOVERNMENT ASSN:

Absence Excused

Absence Not Excused

Comments:

Signature of SGA Vice President

Date

TO BE COMPLETED BY THE SECRETARY OF THE STUDENT GOVERNMENT ASSN:

Absence Excused

Absence Not Excused

Comments:

Signature of SGA Secretary

Date

THIS FORM MUST BE SUBMITTED TO THE SECRETARY OF THE STUDENT ASSOCIATION WITHIN SEVEN
(7) DAYS OF THE ABSENCE.