

## Appendix G: Excused Absence Form

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### **BELLARMINE UNIVERSITY PHYSICAL THERAPY PROGRAM EXCUSED ABSENCE FORM**

Attendance in the physical therapy program courses is mandatory. If you have an unavoidable situation (illness, accident, car trouble) that prevents you from coming to class, you are responsible for letting the instructor/faculty know as soon as possible. Each student is allowed one unexcused absence (no notification of absence or an unacceptable reason for the absence) per academic year. If a second unexcused absence occurs the student may be recommended for dismissal to the Dean.

Date of Request: \_\_\_\_\_

Date(s) of Requested Absence: \_\_\_\_\_

Reason for Absence: \_\_\_\_\_

Remediation Plan for Missed Material: \_\_\_\_\_

Date	Class	Faculty Signature
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

\_\_\_\_\_  
**Student**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Program Director**

\_\_\_\_\_  
**Date**