

*Non-Attendance at Poster Day or Awards Day*

(to be completed by the student and approved by the mentor, graduate director and chair)

Student name: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Department: \_\_\_\_\_

I will be missing: (circle)      Poster Day      Awards Day

I will be missing this important session because of an Academic or Research commitment.      Yes      No

The reason that I will be absent is:

*Signatures Required*

\_\_\_\_\_  
Student

\_\_\_\_\_  
Mentor

\_\_\_\_\_  
Department Graduate Director

\_\_\_\_\_  
Department Chair