

# General Absence Form

**Name:**

**Student Number:**

**Programme:**

**Year:**

**Dates of Absence:**

**Module(s) Affected:**

**Lecturer(s) to be contacted:**

**List details of lab/lecture attendance; continuous assessment deadlines; class test(s);**

**formal written exams etc. impacted by this absence:**

**Brief Summary of Reason for Absence**

**Documentary Evidence Attached (Delete as appropriate):**

**YES**

**NO**

**Note: University Regulations generally require independent documentary evidence to be provided for arrangements to be made to mitigate the results of an absence. (such as giving an extension or making alternative arrangements for an assessment.) Evidence may include rip.ie entry in the case of bereavement for example.**