

ECN 310 -- University-Sanctioned Activity Absence Request Form

Submission Deadline: At least 7 days before the missed class

Note: Section 3 must be completed by ASU official (e.g., coach, professor, or dean)

Section 1 -- Student Information

- Name: _____
- ASU ID: _____
- Date(s) of Expected Absence: _____

☐ I have read ASU's policy on [missed classes due to university-sanctioned activities](#) and I confirm that my request is fully compliant with ASU policy.

Signature: _____

Date: _____

Section 2 -- Sponsoring Official Information

- Name: _____
- Title/Position: _____
- Department: _____
- Email: _____
- Phone: _____

Section 3 -- Event Information – must be completed by ASU official

- Name of Activity: _____
- Description: _____
- ASU Official Signature: _____
- Date: _____

☐ I confirm that this activity is officially sanctioned by Arizona State University.