

**LECOM BRADENTON MASTER OF MEDICAL SCIENCE  
STUDENT REQUEST FORM FOR EXCUSED ABSENCE**

**• This form must be submitted at least 10 days prior to absence or submitted upon returning to class for urgent absences.**

**• All excused absences must be accompanied by confirming documents** (Examples: conference itinerary, doctor's note for medical, obituary for death) and submitted to the Director of Student Affairs with the appropriate signatures. The student is responsible for all educational material presented during the absence (refer to the LECOM Bradenton Academic Catalog & Student Handbook). **Course Director signature is required for all absences.**

• Students attending conferences, meetings, research symposiums, etc. **MUST** have a **3.0 GPA or greater** (refer to the LECOM Bradenton Academic Catalog & Student Handbook).

**PLEASE PRINT CLASS YEAR:**

Name of Student: (Print)

Date:

Reason for Request:

Dates of Request:

**Any examination(s) scheduled during absence:**

No  Yes

List: 1.

Course Director Signature:

2.

Director Signature:

**Any required class(es) scheduled during absence:**

No  Yes

List: 1.

Course Director Signature:

2.

Course Director Signature:

**Rescheduled Examinations:**

Date

Student's Signature

Date

Kandyse Taylor, Registrar - Student has a CUM GPA of 3.0 or greater.  
(Signature)

Date

Yes

No

Dr. Rebecca Steiner, Director of MMS Program  
(Signature)

Date

Yes

No

Debra Horne, Director of Student Affairs  
(Signature)

Date