Request Form for Absence from Rehearsal of TU Graduation Ceremony

To : Director of SIIT

From: Mr./Ms. …… **Student ID:** …… **Program:** ……...

Present Address: ……

Mobile Phone : …….…… **E-mail :** …….....

- **1st Rehearsal Absence Date:** 31/10/2015

Reason for absence	Details and required documents
❑ 1. Studying abroad	University Name: …… University Address: …… …… Please attach letter from the university to certify courses period.
❑ 2. Working	Office Name: ……... Office Address: ……... …… Supervisor Signature: …….. (……) Position: ……..
❑ 3. Others	…… …… Please attach document(s) involved.

- **2nd Rehearsal Absence Date:** 01/11/2015

Reason for absence	Details and required documents
❑ 1. Studying abroad	University Name: …… University Address: …… …… Please attach letter from the university to certify courses period.
❑ 2. Working	Office Name: ……... Office Address: ……... …… Supervisor Signature: …….. (……) Position: ……..
❑ 3. Others	…… …… Please attach document(s) involved.

Student's Signature : …….. **Staff's Signature :** …….

(……...) (……)

Date: ……. **Date:** …….

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