Excused Absence Form – Personal Reason
Colorado School of Mines

This form should be completed by any student requesting an excused absence from classes due to illness, bereavement, military service, jury duty, or other similar circumstances. The form should be completed and submitted to the Student Life Office (Student Center, suite E240), or emailed to rflintof@mines.edu.

Student Information:

Student Name: ____________________________________________

CWID #: _________________________________________________

Phone Number: ___________________________ Email: ____________

Excused Absence Information:

Date(s) of the absence: ______________________________________

Reason for the excused absence request: ________________________

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Please attach documentation regarding the absence (e.g., doctor’s note, hospital discharge papers, etc.)

Signature: ________________________________________________