

# REQUEST TO BE ABSENT DURING STUDENT TEACHING

## Miami University Office of Student Teaching and Field Experience

This form should be completed by any student who wishes to be absent from their assigned school when that school is in session. Please complete and return this form to your University Supervisor at least two weeks before your absence. The supervisor must forward this request to the Office of Student Teaching and Field Experience for action.

Student Teacher \_\_\_\_\_ School \_\_\_\_\_

Date of Absence \_\_\_\_\_ Reason for Absence \_\_\_\_\_

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Student Teacher's signature

Date

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Cooperating Teacher's signature

Date

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University Supervisor's signature

Date

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Director of Student Teaching's signature

Date