

Make-Up Request for Physics Lab (page 1 of 2)

Make-up Policy for Physics Labs:

(# of make-ups) = (# of Valid Excuses) - 1; *[to a maximum of 3]*

Student Name:	
Telephone Number:	
E-Mail Address:	
Course:	
Professor:	
TAs Name:	

First Missed Lab

A valid excuse must be presented to the TA within one week of missing the first lab. After the TA signs the form, the student should attach a copy of the valid excuse to this form and keep the form and the excuse until a second lab has been missed. It is the responsibility of the student to keep this form and the valid excuse(s).

Date of 1 st Missed Lab	Name of Lab/Activity that was Missed	TA's Signature

Second Missed Lab

After a student has missed two labs and the student has two valid excuses, this form and both valid excuses need to be brought to the Lab Manager in Leach 1145 within one week of the second missed lab.

Date of 2 nd Missed Lab	Name of Lab/Activity that was Missed

Date this form and two valid excuses were delivered to the Lab Manager in Leach 1145	Lab Manager Signature

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Make-up Policy for Physics Labs:

(# of make-ups) = (# of Valid Excuses) -1; *[to a maximum of 3]*

Third Missed Lab

After a student has missed three labs and the student has three valid excuses, this form and all three valid excuses need to be brought to the Lab Manager in Leach 1145 within one week of the third missed lab.

Date of 3 rd Missed Lab	Name of Lab/Activity that was Missed

Date this form and three valid excuses were delivered to the Lab Manager in Leach 1145	Lab Manager Signature

Fourth Missed Lab

After a student has missed four labs and the student has four valid excuses, this form and all four valid excuses need to be brought to the Lab Manager in Leach 1145 within one week of the fourth missed lab.

Date of 4 th Missed Lab	Name of Lab/Activity that was Missed

Date this form and four valid excuses were delivered to the Lab Manager in Leach 1145	Lab Manager Signature