

# Leave of Absence Approval

Name \_\_\_\_\_

UFID \_\_\_\_\_

Dates of travel: From \_\_\_\_\_

To \_\_\_\_\_

Visa:

Is your current visa expired?

Yes

No

Do you intend to renew your visa during this trip?

Yes

No

Itinerary (Please include all waypoints outside the country):

Contact phone number while you are traveling \_\_\_\_\_

Reason for absence:

Detailed list of all teaching assignments that will be missed (lab, office hours, grading, etc.):

Attached separate sheet if additional space is needed.

\_\_\_\_\_  
Assignment

\_\_\_\_\_  
Replacement TA

\_\_\_\_\_  
Replacement TA Cell Number

\_\_\_\_\_  
Replacement TA signature

\_\_\_\_\_  
Assignment

\_\_\_\_\_  
Replacement TA

\_\_\_\_\_  
Replacement TA Cell Number

\_\_\_\_\_  
Replacement TA signature

\_\_\_\_\_  
Assignment

\_\_\_\_\_  
Replacement TA

\_\_\_\_\_  
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\_\_\_\_\_  
Assignment

\_\_\_\_\_  
Replacement TA

\_\_\_\_\_  
Replacement TA Cell Number

\_\_\_\_\_  
Replacement TA signature

## APPROVALS:

Teaching Supervisor

\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Research Supervisor

\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Graduate Coordinator

Aaron Aponick  
\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date