

WHAT IS CONSIDERED AN “ACTIVITY’S EXCUSE?”

ACTIVITY’S EXCUSES



(formerly known as Dean’s Excuses)

Provide excused absences for university-sponsored events/activities for academic, non-academic, and recognized student organizations.



NOT FOR PERSONAL ABSENCES

Family emergencies, sickness, or any personal absence does not qualify as a activity’s excuse.



ONLY FOR UA SPONSORED EVENTS

The event must be sponsored by Arizona Athletics, ASUA, or a university organization. Excuses must be signed by the department head.

MAKE SURE IT IS SIGNED BY THE DEPARTMENT HEAD

The department head must sign off the activity’s excuse at the bottom of the first page. Without it, we are unable to process.

MAKE SURE THE SLIPS ARE FILLED OUT

Make sure you complete the slips with the student name, ID number, and dates they are going to be absent.



PLEASE SEND THE FORMS IN TIME



We have lots of activity’s excuses to process weekly! We recommend sending the excuses at least 10 days before the event day so we can deliver them on time.

Activity Excuses sent the day of or after the event will not be processed.



WHERE SHOULD I EMAIL THE COMPLETED FORM?



Completed forms should be emailed to DOS-Codes@email.arizona.edu. Please ensure the department head signs off the form and the slips are complete!



QUESTIONS?

Do not hesitate in reaching out to our department if you need clarification!

Scan the QR Code to learn more about who to contact for a personal absence.

