

**VACATION REQUEST OR ABSENCE FROM CAMPUS FORM (Support Staff)**

To: M.J. Turnell, Assistant Chair

Date:

Subject: Absence

I \_\_\_\_\_ request permission for vacation during the dates  
(Please print name)

\_\_\_\_\_.

or

\*  I \_\_\_\_\_ will be traveling to \_\_\_\_\_  
(Please print name)

for period \_\_\_\_\_, 200\_\_ for the purpose of \_\_\_\_\_.

APPROVED

NOT APPROVED  
REASON:

Signed  
M.J. Turnell (Assistant Chair)

Date

\* Applies to travel outside Edmonton area for job related or field studies activities.



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