College of Law

How to Submit an Absence Excuse:

This form is specifically for excuses related to lectures, quizzes, and periodic exams.

Please make sure to complete all required fields accurately.

1. Access the appropriate Absence Excuse Form according to your campus:

o Male Students: Absence Excuse Submission Form for Male Students Click Here)

o Female Students: Absence Excuse Submission Form for Female Students (Click Here)

o Master's Students (Male and Female): Absence Excuse Submission Form for master's Students Click Here)

2. Fill in your personal information and the details related to the lecture/exam.

3. Attach the supporting document for your absence excuse.

4. Submit the request and wait for it to be processed by the relevant department.

5. According to Article (15) of the Study and Examination Regulations, absence excuses must be submitted within two weeks from the date of

University Student Academic System Po