

NUNEZ COMMUNITY COLLEGE

Instructor's Action Form for Student Absences

THIS FORM MUST BE COMPLETED AND PROCESSED WITHIN 30 CALENDAR DAYS FROM STUDENT'S LAST DAY OF ATTENDANCE.

Student Banner ID No.	Name of Student	Last Date Attended

CRN

Course and Section Number

Course Name

Division: Arts and Humanities Business and Technology
 Health and Natural Sciences

The above student will be dropped with a grade of "W" only if the form is submitted prior to the last day to drop a course or withdraw from the College. **After the drop date, the instructor must obtain the Dean of Academic Affairs approval.**

Instructor's Signature

Date

Print Instructor's Name

Dean for Academic Affairs

Date

Registrar's Office Signature

Date Processed