

Absentee Report for PHYS 172

Use this form to request an excused (EX) grade for an exam or an assignment in PHYS 172 – Modern Mechanics. If you are granted an EX grade, it will appear as “EX” in the CHIP grade book and will not count toward your score or the maximum possible points for that score.

Name: _____

Purdue ID number: _____

Your email address: _____

Today's Date: _____

What needs an EX grade? (Be specific – give dates.)

A. Recitation Quiz/Worksheets _____

Recitation TA's Name: _____

B. Evening Exam _____

Instructor's name: _____

NOTE: Contact your lab TA regarding make-up labs. No action is needed for Lecture quizzes (clicker questions), since the 3 lowest grades are dropped.

Reason for needing an EX grade: (Give dates & details: illness, funeral, accident, etc...)

Attach required documentation, such as a doctor's note, obituary, etc. It is also a good idea to contact the appropriate instructor. Advance notice must be provided when possible.

OFFICE Instructions: For recitations, put this form in the Recitation TA's mailbox. For exams, send to the instructor.