



Student Activities

At Texas A&M University

Authorized Activity Form

The Authorized Activity List reports

- (a) Activities that are required due to mandatory participation in a university activity and require a VP of Student Affairs signature, or
- (b) Activities that are necessary as a requirement for an official university class and require an Academic Dean signature.

Authorized activities are *official university-excused absences* as defined in Part I, Section 7 of University Student Rules (accessible online at <http://student-rules.tamu.edu/>). Signature approval by the appropriate Dean (for official class activity) or Vice President for Student Affairs (for a non-academic activity) is required.

Students are responsible for notifying their instructors in accordance with their instructors' expectations in order to effectively plan for make-up work.

Name of Activity Date and Time of Departure and Return

Location of Activity

Description of Activity

Instructor or Advisor Name and Department Instructor or Advisor Signature

Instructor or Advisor E-Mail Instructor or Advisor Phone Number

Course Number Requiring this Event Course Title
(if applicable) (if applicable)

Academic Dean **OR** Vice President for Student Affairs Approval (see above directive)

Signature

Title

Printed Name

Date

Email Address

**RETURN THIS FORM TO THE DEPARTMENT OF STUDENT ACTIVITIES, 1236 TAMU,
once appropriate signatures have been acquired.**

A Department in the Division of Student Affairs
125 John J. Koldus Building, College Station, TX 77843-1236
979/845-1133

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