RMIT UNIVERSITY

College of Science, Engineering & Health

Sessional Staff Absence Form

For all Course Managers and Supervisors with the School of Computer Science and IT

Re: Sessional Staff Absence – notifying school administration

If a sessional staff has been unable to attend their regular scheduled class you will need to complete this form and return it to administration via the **Submit Form** button above.

Course Manager Name:	
Course Title Code & Name:	

Regular Sessional Staff Full Name	Class Day	Class Time	Covering Sessional Staff Full Name