



WERKLUND SCHOOL OF EDUCATION
Undergraduate Programs
Education Tower 230
p. 403-220-5639
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Absence Request Professional Development Leave from Field Experiences

Requests for absence from field experiences for the purposes of professional learning will be considered. One day will be allowed for Field Experience I and up to two days for Field Experiences II-IV. Students in Field Experience III and IV may be expected to provide their partner teacher with curriculum plans for this time. Approval and signature of the Field Experience Coordinator ***is required*** prior to the event.

Date:

Student's Name:

Contact Email:

Contact Telephone:

Field Experience: **EDUC 465 EDUC 540 EDUC 560**

Dates of requested absence:

Nature of involvement in the professional development event:

I am presenting my work/research
I am participating

Name and Details of Professional Development or Conference

(note: please attach a copy of the event brochure or webpage)

Expected professional and learning outcomes of participation in this event include:

I understand that I may be required to provide my partner teacher with curriculum plans and materials during my absence.

Student Signature

Student Name and UCID # (Please Print)

Field Instructor and Partner Teacher signatures indicate acknowledgement of this agreement. The student teacher is responsible for returning the original form to the Field Experience Coordinator and providing the Field Instructor and Partner Teacher with copies.

Field Instructor: _____

Partner Teacher: _____

Direct of Field Experience: _____

Leave of absence request for _____ is approved by Undergraduate Programs in Education for the following dates _____