

# Absence Report for Chapel

(Undergraduate)

Major :

Student ID number :

Name :

Phone number :

E-mail :

Date :

Period :

Seat number :

I was absent on \_\_\_\_\_ (Month/day/period) due to \_\_\_\_\_, so I turn in this absence report with the documentary evidence attached.

<Note>

- 1) If you are absent due to an interview, you must write down the phone number of the company' s HR team.
- 2) When you turn in a counterfeited form, the office of chaplaincy will keep the form and notify the department you belong to.

\_\_\_\_\_ (YY/MM/DD)

Filled by : \_\_\_\_\_ (signature)

Receptionist	Chapel in charge	Chaplaincy in charge
Date: Person in charge: (sign)	(sign)	(sign)

**Yonsei University**  
**The Office of Chaplaincy**