

OFFICE USE ONLY

Residential Hall \_\_\_\_\_ Room # \_\_\_\_\_

Approved  Yes  No \_\_\_\_\_

## USC SUMMER PROGRAMS

### Weekend Absence Request Form

Students participating in USC Summer Programs are permitted to make off campus visits if a parent or guardian submits a written request at least **72 hours** in advance of the student's departure and it is approved by an authorized representative of the USC Summer Programs Office.

**Student:** \_\_\_\_\_ **Cell Phone:** \_\_\_\_\_

**Departure Date:** \_\_\_\_\_ **Departure Time:** \_\_\_\_\_:

**Destination:** \_\_\_\_\_

**Return Date:** \_\_\_\_\_ **Return Time:** \_\_\_\_\_:

**Accompanied by/Relationship:** \_\_\_\_\_

**Method of Transportation\*:** \_\_\_\_\_

*\*Students are not allowed to use public transportation and/or car services such as: Uber, Lyft, etc. unaccompanied by an adult family member or relative.*

**Method(s) for Contact while absent:**

**Cell:** \_\_\_\_\_ **Home:** \_\_\_\_\_

**Parent/Guardian Name (print):** \_\_\_\_\_

**Parent/Guardian Signature:** \_\_\_\_\_

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Please complete this form, and either fax or email to:

**213.740.6417 (fax)**

**[summer@usc.edu](mailto:summer@usc.edu)**