

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: _____

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

213.740.6417 (fax)

summer@usc.edu

We do not accept JPEG (screen shots, photos) and zip files. Forms submitted via email must come from a parent/guardian email address on file in our office. Please send the form in PDF format to summer@usc.edu