Letter of acknowledgement of involvement in a UI departmental production

*Note this letter will only confirm your involvement in a Theater Production. It is up to the discretion of the instructor of the course to determine how to handle the conflict.*

Information needed from the student:
*(note this must be complete or a letter will not be made):*

Student’s name: ____________________________________________

UI ID#: _________________________________________________

Name of show: ____________________________________________

Information for 1\textsuperscript{st} Course with a conflict:

Date(s) of absence: _______________________________________

Name of instructor: _________________________________________

Name of course: ___________________________________________

Course number: ___________________________________________

Reason for missing *(ie: performing in show, on crew, outreach matinee event, etc.):*  
________________________________________________________________________
________________________________________________________________________

Information for 2\textsuperscript{nd} Course with a conflict:

Date(s) of absence: _______________________________________

Name of instructor: _________________________________________

Name of course: ___________________________________________

Course number: ___________________________________________

Reason for missing *(ie: performing in show, on crew, outreach matinee event, etc.):*  
________________________________________________________________________
________________________________________________________________________