

# BHASVIC

## Return to College Form

To be completed upon return to College after an absence

Student's  
Full Name

Tutor

Student's  
Telephone  
Number

Home:

Mobile:

To be completed by student:

Date(s) of absence:

Letter attached:

Student's signature ..... Date .....

***Office use only***

Date received .....

Logged in at reception by .....

Absence authorised? YES/NO (refer to Guidance Manager)

Form to Reception → Information Office → Advantage → Attendance file  
(Letter to be attached to form)