

**Department of Chemical Engineering**  
**Courses Affected by Travel**

TA# \_\_\_\_\_

Faculty Name: \_\_\_\_\_

Travel Dates From: \_\_\_\_\_ To: \_\_\_\_\_

Contact Information While On Travel: \_\_\_\_\_

\_\_\_\_\_ Travel is not during assigned class time

\_\_\_\_\_ Travel is during class time. Classes Affected are as follows:

ECH _____	ECH _____	ECH _____
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The following provisions have been made for teaching the above mention courses in my absence:

Signature: \_\_\_\_\_