



Utah Electrical Training Alliance  
7466 S Redwood Rd. West Jordan,  
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## Leave of Absence Request

Name: \_\_\_\_\_ Program: \_\_\_\_\_

NEW REQUEST       EXTENSION

**Leave Of Absence From:**

Work and School

Are you scheduled to attend school during any portion of  
the LOA you are requesting?    YES    NO

**Dates of Leave:**

Start Date: \_\_\_\_\_

End Date: \_\_\_\_\_

**\*Please attach documentation to support your leave of absence request (i.e. medical documentation, military orders, counselor notes, etc.)**

**REASON FOR LEAVE:**

**School Official Use Only**

Request Received: \_\_\_\_\_

Committee Meeting Date: \_\_\_\_\_

Approved/Disapproved: \_\_\_\_\_

Date Notified Apprentice: \_\_\_\_\_