



## Department of Materials Science and Engineering Seminar Series

### Missed Seminar Makeup Form

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

The Department of Materials Science and Engineering organizes a number of seminars each year and all full-time MSE graduate students are required to attend.

Note: 100% attendance of MSE program seminars is required to earn the full MSE 6401 credit. If for any reason you cannot attend one or more talks, you must attend a makeup seminar and **submit this form to the MSE Main Office (IMS-111) by the end of the semester**. Students are only allowed to miss three seminars and submit three makeup forms per semester. Acceptable reasons to miss a seminar include:

- (a) If you attended a scientific conference.
- (b) If you attended a UConn Science/Engineering department's seminar.

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(a) Seminar Makeup due to conference attendance:

Meeting Title: \_\_\_\_\_ Meeting Date: \_\_\_\_\_  
Advisor Signature: \_\_\_\_\_

(b) Seminar Makeup for other reasons:

Date: \_\_\_\_\_  
This letter is to verify that \_\_\_\_\_ has attended the seminar entitled \_\_\_\_\_  
by \_\_\_\_\_ (speaker) in the \_\_\_\_\_ department  
(program) on \_\_\_\_\_ (date).

Signature of Faculty in Charge of Seminar: \_\_\_\_\_