# Application for Resident Vacation/Conference/Course Time

It is the responsibility of the CIP resident to complete Sections 1-3 and return to CIP administrator,   
preferably a minimum of **two months** prior. Note: Leave may be denied if you do not obtain prior approval

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| **Section 1** | | |
| * Resident Name: Click or tap here to enter text. | | |
| * Pager No: Click or tap here to enter text. | | |
| * Date Submitted: Click or tap here to enter text. | | |
| **Section 2** | | |
| Dates of leave (date range): **Click or tap here to enter text.** | | |
| Leave Type (click box to check it):  Vacation  RCPSC Exam  Research Data Collection  (Data collection location? **Click or tap here to enter text.**)  *OR* (if you will be off-site)  Conference  Course   * If Conference or Course, include Title and Location below:   **Click or tap here to enter text.** | | Number of days requested (less Weekend and UofC Stat holidays):   * **Click or tap here to enter text.** |
| **Section 3** | | |
| * Will you be absent for any mandatory CIP events (e.g. Seminars, Visiting Speakers, Orientation etc)? If so, list those events and dates.   **Click or tap here to enter text.** | | |
| **Approval Section**  DO NOT COMPLETE | | |
| Approval of Time Away | | |
| Approved | Denied Reason for denial 🢂 | |
| Signature of CIP Program Director:  (Dr. Jena Hall) | | |
| Notes | | |
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