



Request for Excused Absence

For school planning purposes, this form should be returned five school days in advance of the requested date of the absence in order to be considered excused.

Student _____ Gr _____

Student _____ Gr _____

Student _____ Gr _____

Indicate first day of absence _____ Last day of absence _____

Person/s supervising student/s during absence: _____

Reason for absence:

Students are responsible to get homework assignments in advance of the absence. A copy of this form will be returned to you indicating the decision of the principal.

Parent signature _____ Date _____

To be completed by office personnel:

Absence is: Excused _____ Unexcused _____

Authorized Signature _____ Date _____