



Extended Absence Form

Absences due to pleasure or business trips of parents or guardians are discouraged since the student misses the regular instruction program of the school.

Weighing the seriousness of loss of academic progress, we consider it necessary to request an extended absence from class.

Student(s) name(s) _____

Dates of absence _____

Reason for absence _____

I understand it is the responsibility of me and my child to make up all work that is covered during the absence. These assignments will not be given prior to the trip due to the uncertainty of the extent of the material covered during this period of time. Assignments must be completed within the specified time the teacher allows.

Parent/Guardian Signature _____ Date _____

Student Signature _____ Date _____

Principal Signature _____ Date _____

Teacher Signature _____ Date _____