

6-8 Pre-Arranged Absence Request

Student: _____ **Today's Date:** _____ **Dates of Absence:** _____ to _____

Reason: _____

Teachers: Please code from the following options:

- 1. Student's work is up to date.
- 2. Assignments must be completed in advance or are due immediately upon return (circle one).
- 3. Must speak to teacher for assignments and establish a due date.
- 4. Student is behind in work, please contact me.

Pd	Class	Teacher's Signature	Code	Assignments / Comments
1.	_____	_____	_____	_____
2.	_____	_____	_____	_____
3.	_____	_____	_____	_____
4.	_____	_____	_____	_____
5.	_____	_____	_____	_____
6.	_____	_____	_____	_____
7.	_____	_____	_____	_____

Administor's Signature: _____ **Date:** _____