

Extended Absence Request

Parent & student please fill out this form ASAP and turn in completed form 3 days before your absence to the administrator. Copies will be made for homework purposes.

Today's date:

Student Name:	
Reason for extended absence:	
Dates of student's extended absence:	Quarter:
How many days have you missed this quarter for any reason? (sick, trips, personal, etc)	
Parent Signature:	

Teacher Name (Print & Signature)

Class Name:

Make-up work:

AM block		
Seminar		
PM block or PM 1		
PM 2		
Advisor		

Administrator signature

Administrator notes:

Administrator give to attendance secretary today