

# MIDDLE AND HIGH SCHOOL

## Student Absence Form

With your permission \_\_\_\_\_ will be absent for \_\_\_\_\_  
PRINT Student Name Purpose

on the following date/dates \_\_\_\_/\_\_\_\_/\_\_\_\_ through \_\_\_\_/\_\_\_\_/\_\_\_\_

Home phone # ( ) \_\_\_\_-\_\_\_\_ Cell phone # ( ) \_\_\_\_-\_\_\_\_

### The student is responsible to:

- 1) obtain the signatures listed below in order.
- 2) submit the completed form to the Academic Office one week prior to the date of absence.
- 3) complete all assignments for absentee days.
- 4) Failure to complete and submit this form will result in “unexcused” absences. (A student will not be permitted to complete missed assignments.)

Parent signature \_\_\_\_\_ / / DATE

Principal signature \_\_\_\_\_ / / DATE

Period 1 teacher \_\_\_\_\_ Comment \_\_\_\_\_

Period 2 teacher \_\_\_\_\_ Comment \_\_\_\_\_

Period 3 teacher \_\_\_\_\_ Comment \_\_\_\_\_

Period 4 teacher \_\_\_\_\_ Comment \_\_\_\_\_

Period 5 teacher \_\_\_\_\_ Comment \_\_\_\_\_

Period 6 teacher \_\_\_\_\_ Comment \_\_\_\_\_

Period 7 teacher \_\_\_\_\_ Comment \_\_\_\_\_

Period 8 teacherr \_\_\_\_\_ Comment \_\_\_\_\_

Discovery Teacher \_\_\_\_\_ Comment \_\_\_\_\_

Structured Study Teacher \_\_\_\_\_ Comment \_\_\_\_\_

#### OFFICE USE ONLY

Date received \_\_\_\_\_

Initials \_\_\_\_\_

Copy given to student