



### Educational Absence Request

*Please submit for approval 2 weeks prior to dates requested.*

Date: \_\_\_\_\_

Name of Student(s):

Grade(s):

\_\_\_\_\_

\_\_\_\_\_

Prior number of excused educational absences during the current school year \_\_\_\_\_

Date(s) student(s) will be absent: \_\_\_\_\_

\_\_\_\_\_

Student(s) may be excused up to a total of five (5) school days per school year for educational absences. **Requests for absences WILL NOT be granted during the first 2 weeks of school, during standardized testing, or during midterm and final exams.**

Please list specific places of educational value to be visited that enhance the appropriate grade level curriculum.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Other activities of educational value.

1. \_\_\_\_\_
2. \_\_\_\_\_

Name and relationship of adult who will accompany student(s):

\_\_\_\_\_

Date: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

\_\_\_\_\_

**PLEASE NOTE:** Teachers may, but are not required to, provide assignments during this absence. Students are required to secure and complete all missed assignments upon returning to school.

\_\_\_\_\_ approved

\_\_\_\_\_ not approved

Comments: \_\_\_\_\_

\_\_\_\_\_