



Pre-Arranged Absence Request

THE PARENTS OF _____ ARE REQUESTING THAT THIS STUDENT BE ABSENT FROM SCHOOL FOR _____ SCHOOL DAYS.

FROM _____ TO _____ FOR THE PURPOSE OF _____ WE REQUEST THAT THE STUDENT BE GIVEN MAKEUP WORK FOR THIS PERIOD OF TIME.

DATE OF REQUEST

PARENT SIGNATURE

Subject	Grade Standing	Teacher	Can this Student afford to miss school at this time?
Art			
Music			
PE			
Band			

TO THE PARENTS OF _____ THIS IS TO CONFIRM THAT THE SCHOOL IS AWARE OF YOUR PLANS AND THAT YOUR CHILD WILL BE ABSENT FROM SCHOOL ON THE FOLLOWING DAYS _____

WE FEEL THAT WE CAN _____ CANNOT _____ APPROVE THIS REQUEST.
