

FORM TO REQUEST ABSENCE FOR VALID EDUCATIONAL OPPORTUNITY
Myers Park High School

This form must be completed by the student's parent/guardian and filed with the principal at least **five days prior** to the day of absence to be considered.

Student's Name: _____

Student ID#: _____ Grade: _____

Reason for Request: _____

Detailed outline of the itinerary. List activities and how they will relate specifically to current coursework.

Date(s) of Requested Absence: _____

Parent/Guardian Signature

Date

Phone Number

To Be Completed By Principal

_____ Total # absences _____excused _____unexcused
_____ APPROVED (CODE 1 • EXCUSED) Counted as an absence
_____ NOT APPROVED (CODE 2 • UNEXCUSED) Counted as an absence

Principal's Signature

Date

Please Note: If request is approved, the student is responsible for requesting make-up work from teachers PRIOR to the absence.