



ANTICIPATED ABSENCE FORM

STUDENT NAME	DATE(S) OF ABSENCE
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PURPOSE OF ABSENCE

This form should be **completed and returned to the office at least 2 days prior** to the Anticipated Absence.

It should be signed by a parent and all teachers before being turned in to the front office.
Students will have the number of days absent to make up any homework, tests, and quizzes while the student was absent.

Assignments issued before the date of absence are due the day of return.

Note: 12 absences or more per semester will affect grades even with an approved anticipated absence form.

CLASS

TEACHER'S SIGNATURE

1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
Parent Signature	