

**REUTHER CENTRAL HIGH SCHOOL**

**Request for Pre-Arranged Absence**

*(Note: Submit 2 weeks in advanced)*

The securing and execution of this form is the responsibility of the student.

- I. The parent(s)/guardian(s) of \_\_\_\_\_ are planning an absence from school for \_\_\_\_\_ school days, from \_\_\_\_\_ to \_\_\_\_\_ for the purpose of \_\_\_\_\_. We request that the school cooperate with us by allowing this student to make up work missed so far as this is possible and receive appropriate credit for this work.

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

\_\_\_\_\_

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

II. **ACADEMIC STANDING**

The wisdom of your missing school at this time depends largely on your progress in your classes. To evaluate this and to determine if your teachers feel you can afford to be gone; you must present this form to each of your teachers and ask them to indicate your present grade standing and their opinion of your missing school. Ask them to indicate this in the spaces below.

<b>Subject:</b>	<b>Grade Standing:</b>	<b>Teacher:</b>	<b>Can Student Afford to Miss School at this time?</b>

III. **VERIFICATION (To Be Filled Out by Principal)**

To the parents/guardian of: \_\_\_\_\_. This is to confirm that the school is aware of your plans to cause your child to be absent from school on \_\_\_\_\_.

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

\_\_\_\_\_

\_\_\_\_\_  
**Principal Signature**

\_\_\_\_\_  
**Date**

**Approved**

**Not Recommended Due to Academic/Attendance Concerns**