

### Petition for Pre-Arranged Absence

(This form must be completed, approved and initialed by your instructors, signed by parent/guardian and turned in to the office no later than 2 days prior to 1<sup>st</sup> day of absence. Petition subject to Administrative approval.)

Student's Name: (Please Print) \_\_\_\_\_ Date(s) of Absence: \_\_\_\_\_

Parent/Guardian's Name: (Please Print) \_\_\_\_\_ Signature of Parent/Guardian: \_\_\_\_\_

Parent/Guardian's Phone Number: \_\_\_\_\_ Reason for Absence: \_\_\_\_\_

### Instructor Approval

1<sup>st</sup> Period Class: \_\_\_\_\_ Approved: YES / NO(circle) Teacher's Initials: \_\_\_\_\_

Assignments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2<sup>nd</sup> Period Class: \_\_\_\_\_ Approved: YES / NO(circle) Teacher's Initials: \_\_\_\_\_

Assignments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3<sup>rd</sup> Period Class: \_\_\_\_\_ Approved: YES / NO(circle) Teacher's Initials: \_\_\_\_\_

Assignments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4<sup>th</sup> Period Class: \_\_\_\_\_ Approved: YES / NO(circle) Teacher's Initials: \_\_\_\_\_

Assignments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5<sup>th</sup> Period Class: \_\_\_\_\_ Approved: YES / NO(circle) Teacher's Initials: \_\_\_\_\_

Assignments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6<sup>th</sup> Period Class: \_\_\_\_\_ Approved: YES / NO(circle) Teacher's Initials: \_\_\_\_\_

Assignments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Principal/Assistant Principal's Signature: \_\_\_\_\_ Date: \_\_\_\_\_