North Creek High School
Prearranged Absence Contract

Student: _____ Student #: _____ Grade: 9 10 11 12 Date:_____

1. To The Parents/Guardians:

An absence from school, even though the work is made up, is not advisable unless absolutely necessary and may result in a ***lowered grade or loss of credit***.

- Instruction may not be repeated and could adversely affect the final grade.
- A teacher's approval *does not eliminate the need to complete missed course work.*
- A teacher's approval *does not eliminate the need to appeal for credit* if the total excused and/or unexcused absences exceed nine (see reverse side).

The parents/guardians of the above named student request that he/she be excused from school

from_____through_____ for the following reason:
(Date) ***(Date)***

_____

_____

2. To the Teachers:

Please state whether the above student is doing good, average, or poor work and what the effect of the absence might be upon the student's grade. In addition, note if it would be possible for the student to make up, in advance, the work which he or she will miss. This form, with your comments, will be sent home for the parents' information before the excuse is granted.

Periods	Course	Work Good	Work Poor	Student should NOT be absent	Work should be made up in advance	Work due on date of return	Work due 1 week after return	Teacher Signature and Comments
0								
1								
2								
3								
4								
5								
6								
7								

3. Parent Authorization: Above are the comments of the teachers regarding the effect of the absence upon the work in my student's classes. After considering this information, I request that North Creek High School grant the request for an excused absence.

Parent/Guardian Signature: _____ Date: _____

4. Return this completed signed form to the NCHS Attendance Office.