



## 2020-21 Upper School Pre-Approved Absence Form

7301 Sardis Road – Charlotte, NC 28270 – (704) 366-5657 – (704) 366-5678 Fax – www.charlottechristian.com

**PLEASE NOTE:** This form must be fully completed and **returned to the office at least one day prior to the expected absence** to insure the absence is recorded as excused. Additionally, in order to assure full credit for classroom work, tests, homework, etc. missed due to the absence, the form must be completed and given to the office in advance, unless alternate arrangements were made with the teacher.

**Student's Name** \_\_\_\_\_ **Grade** \_\_\_\_\_

**Date(s) of Absence** \_\_\_\_\_

**Reason** \_\_\_\_\_

**Parent's Signature** \_\_\_\_\_

If absence is a **SCHOOL-RELATED ACTIVITY**, a parent signature is not necessary.

**Teachers:** Please sign below (in your appropriate class period) acknowledging that the student named above has either completed all work to be missed, in advance, or made alternate arrangements to complete all assignments and/or tests missed during the permitted absence.

**A1** \_\_\_\_\_  
Class Name                      Teacher's Signature

**B1** \_\_\_\_\_  
Class Name                      Teacher's Signature

**A2** \_\_\_\_\_  
Class Name                      Teacher's Signature

**B2** \_\_\_\_\_  
Class Name                      Teacher's Signature

**A3** \_\_\_\_\_  
Class Name                      Teacher's Signature

**B3** \_\_\_\_\_  
Class Name                      Teacher's Signature

**A4** \_\_\_\_\_  
Class Name                      Teacher's Signature

**B4** \_\_\_\_\_  
Class Name                      Teacher's Signature

Attendance Entered

Administrator Approved

Charlotte Christian School is a Christ-centered, college preparatory school, equipping and developing students to effectively integrate Biblical truth and learning into their daily lives and to impact the culture for Christ.