

Alternate Learning Experience Application  
Student Vacation Application

Please complete and submit a separate application for each student.

Student's name \_\_\_\_\_ Grade \_\_\_\_\_

Date(s) of school absence \_\_\_\_\_

An ALE will not be approved for longer than 10 days. Absences that are not approved for an ALE or vacation may be marked as unexcused.

Where will the experience take place? \_\_\_\_\_

Briefly describe the experience.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

As the parent/guardian, your signature below indicates that you have read and understand the Special Absences: Alternate Learning Experience (ALE) and Student Vacations During the School Year Policy and believe that your request meets all of the qualifications as stated.

Parent's signature \_\_\_\_\_ Date \_\_\_\_\_

Student's signature \_\_\_\_\_ Date \_\_\_\_\_

Home phone \_\_\_\_\_ Cell phone \_\_\_\_\_

\_\_\_\_\_

FOR SCHOOL USE ONLY

\_\_\_\_\_ Approved \_\_\_\_\_ Conditionally approved \_\_\_\_\_ Denied

Administrator's signature \_\_\_\_\_ Date \_\_\_\_\_

If denied, reason for denial:

- \_\_\_\_\_ Application submitted after the experience
- \_\_\_\_\_ Application submitted less than one week prior to the proposed absence
- \_\_\_\_\_ Academic concerns
- \_\_\_\_\_ Unsatisfactory attendance
- \_\_\_\_\_ Experience request falls within district testing windows



**Alternate Learning Experience Application  
Teacher Signature**

**Middle School and High School Students**

This page is for **middle school and high school students**. Your teachers must provide the information below prior to you submitting the application to the office.

Date \_\_\_\_\_

Student's name \_\_\_\_\_ Grade \_\_\_\_\_

Date(s) of school absence \_\_\_\_\_

This student has applied for an Alternate Learning Experience/Student Vacation. Please indicate his/her cumulative average in your course and the number of days absent this quarter.

| Period | Subject | Cumulative Average | Days Absent | Teacher Signature |
|--------|---------|--------------------|-------------|-------------------|
| 1      |         |                    |             |                   |
| 2      |         |                    |             |                   |
| 3      |         |                    |             |                   |
| 4      |         |                    |             |                   |
| 5      |         |                    |             |                   |
| 6      |         |                    |             |                   |
| 7      |         |                    |             |                   |
| 8      |         |                    |             |                   |
| 9      |         |                    |             |                   |
| 10     |         |                    |             |                   |
| 11     |         |                    |             |                   |
| 12     |         |                    |             |                   |