

## PERMISSION FOR STUDENT TO SELF EXCUSE FROM SCHOOL

Student must be 18 years old. Birth date: \_\_\_\_\_

Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ ID # \_\_\_\_\_

Parent Name: \_\_\_\_\_ Home Phone # \_\_\_\_\_ Wk # \_\_\_\_\_

With this permission, the student agrees to excuse him/herself only when necessary. Students are responsible for calling the Attendance line when reporting All Day Absences, arriving late to campus or requesting a pass to leave campus. All requests to leave campus must be called in at least 2 hours prior to leaving campus. We will not accept walk-up requests to leave campus with the exception of a Lunch Pass. If you are ill, please go to the Health Office and check out there. If you are requesting a leave due to a medical appointment, we will need to see proof of the appointment.

Student signature: \_\_\_\_\_

Your parent must sign this permission form. A student will not be put on the self excuse list until this form is signed and a parent has called the Attendance Office (461-6186) to activate the form by phone.

Parent signature: \_\_\_\_\_

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### SCHOOL USE ONLY:

Verified with parent: \_\_\_\_\_

Administration Initials: \_\_\_\_\_

Truancy Meeting Date: \_\_\_\_\_