

## STUDENT LEAVE OF ABSENCE REQUEST

(i.e. Family Sabbatical, Foreign Exchange Students)

Please complete prior to scheduled absence and return this form to your student's current school Registrar. Submission of this form does not necessarily mean that your request can be accommodated.

<b>STUDENT INFORMATION</b>	
<b>Student's full name</b>	
<b>Date of birth</b>	
<b>Current school</b>	
<b>Grade level</b>	
<b>Student ID # (if known)</b>	
<b>Leave date</b>	
<b>Return Date</b>	
<b>Reason for leaving</b>	

<b>Where will the student be receiving educational services:</b> (Colorado has mandatory attendance law, we need to ensure your child is getting educational services.)	
<b>School Name</b>	
<b>City, State</b>	
<b>Country</b>	
<b>Are you interested in receiving online services through BVSD while you are away?</b> <input type="checkbox"/> Yes* <input type="checkbox"/> No	

**Please Note:**

- If approved student is only eligible to return to the same school they were attending at the time of withdrawal.
- Upon return you must complete re-enrollment documentation.
- Students who are completing the last grade at the current school, will default to their district designated neighborhood school for middle or high school.

**Parent/Guardian's Name:** \_\_\_\_\_

**Parent/Guardian's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### FOR SCHOOL USE ONLY

Principal's Signature: _____	Date: _____
Rationale for Decision: _____ Approved _____ Denied _____	
<i>*If parents indicated they are interested in receiving online services, please refer them to Boulder Universal at 720-561-5500 or email <a href="mailto:boulder.universal@bvsd.org">boulder.universal@bvsd.org</a> for further information.</i>	