



Showalter Middle School

Pre-Arranged Absence Request

Pre-arranged absence forms **MUST** be submitted to the Attendance Office one week before the absence begins.

Today's Date _____

Student _____ Grade _____ D.O.B _____

Date(s) to be absent: _____ thru _____

Reason _____

Parent Signature: _____ Date: _____

Attendance Signature: _____ Date: _____

Students are responsible to get form filled out and collect assignments before going on vacation. All school work must be turned in when student returns to school. If work is not completed, student will be assigned to attend homework club during lunch to get assignments finished.

TEACHERS: Please make sure to write in class assignments and sign

Class Period	Current Grade	Class Assignments	Teacher Signature
0			
1			
2			
3			
4			
5			
6			