

# STUDENT REMOTE ABSENCE REQUEST

(Please type or print)

Student's Legal Name:

Grade:

Teacher:

Absent date(s):

Reason for absence:

*Note: Students are allowed five (5) remote learning days per semester. Students may not use a remote learning day on a major assessment/project day. Students may not participate remotely if they are out of the country. Your child's attendance will be marked as Participated Remotely (PR) in Campus once all requirements are met.*

Date:

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Parent/Guardian Signature

*It is the responsibility of the student and/or parent/guardian to complete this form and return it (along with the assigned work) to the homeroom teacher within 2 days of returning to school from participating remotely. The coding of the absence will follow the Fulton County Board Policy "JBD Attendance and Absences". Please refer to the Wilson Creek Family Handbook for further information regarding attendance.*

**NOTE: Please refer to FCS School Board Policy JBD, found by clicking [here](#). Before approving this request, school administration will verify there are no major assignments/projects being administered on the requested day(s).**

## FOR OFFICE USE ONLY

Current attendance: \_\_\_\_\_ Unexcused \_\_\_\_\_ Excused \_\_\_\_\_ Pre-Approved \_\_\_\_\_ Participated Remotely

Reading/ELA teacher: \_\_\_\_\_ Clear  Math teacher: \_\_\_\_\_ Clear

Work completed & returned: RELA  Math

Remote Learning Approved \_\_\_\_\_ Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_