



## Asheville High School Educational Leave Form

If a parent anticipates an absence of a student due to an extraordinary educational travel opportunity or an absence due to a college visit, the student shall submit this form to the front office of AHS at least two weeks prior to the anticipated absence. The form must be signed by each teacher and assignments added prior to submitting the form in the office. The principal will evaluate the information provided and determine the approved educational leave. Once approved, the form will be filed in the student's attendance folder and will be coded in PowerSchool. Incomplete and late forms will not be considered.

Student Name: \_\_\_\_\_ Anticipated Absence Dates: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

Parent Phone Number: \_\_\_\_\_ Parent email: \_\_\_\_\_

Destination and Dates of Travel (be specific): \_\_\_\_\_

Nature of Trip (be specific; attach page if needed): \_\_\_\_\_

Please attach a thorough statement about the educational value of the proposed trip. For approval you will have to tie your experiences to the standard course of study for the courses you will be missing. These can be found at: <https://www.dpi.nc.gov/districts-schools/classroom-resources/k-12-standards-curriculum-and-instruction/standard-course-study>

	<b>Assignments (use back of page as needed). Teacher signatures required.</b>	
<b>1st period</b>	1A	1B
<b>2nd period</b>	2A	2B
<b>3rd period</b>	3A	3B
<b>4th period</b>	4A	4B
<b>5th period</b>	5A	5B

Administrative Response:

Educational Opportunity Approved: \_\_\_\_\_ Educational Opportunity Denied: \_\_\_\_\_

Number of Absences Excused: \_\_\_\_\_

Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_