



Indian Trail Elementary School
Katelyn Lustig, Principal
200 Education Road
Indian Trail, NC 28079
Phone: 704.296.3095

Request of Absence for Valid Educational Opportunity

To request an absence to attend or participate in an educational activity, please complete this application form and return it to your student's Principal at least 10 days prior to the absence. The purpose of the activity must be educational in order for the student to be granted this type of absence. The proposed activity must have significant educational value and relate to the core curriculum. The Principal will use good judgment to determine if the activity meets guidelines. Students, whose absences are approved by the Principal, will be expected to make up all school work. This type of absence cannot occur during the school's state assessment or districtwide assessments.

Student Name: _____ Grade Level: _____ Teacher Name: _____

Dates that will be missed at school: _____ Return Date: _____

Where is the student going? _____

Please explain the nature of the event the student will be attending and how the activity meets the criteria of (1) having an educational purpose, (2) having significant educational value, and (3) how the activity is directly related to one of the NC DPI Standard Course of Study academic standards for the current school year. Use additional paper, if needed, and attach to this completed form.

Note: If this request is approved, the student is required to make a presentation to their classmates about the educational opportunities provided by this trip. **The project is due to the teacher ONE WEEK from the date of return. It is the student/parents responsibility to request any make-up work from their teacher.** Teachers are not required to provide work to the student in advance of the absence.

Parent Name (print): _____ Phone #: _____

Signature of Parent: _____ Date: _____

Project Due Date: _____ Date Submitted to Office: _____

Date of Principal's Approval: _____

Signature of Principal: _____

Comments: