



2026-27 Middle School Pre-Approved Absence Form

7301 Sardis Road | Charlotte, NC 28270 | 704-366-5657 | www.charlottechristian.com

PLEASE NOTE: This form must be fully completed and returned to the office at least 48 hours before the expected absence to ensure the absence is recorded as excused. Additionally, this form must be completed to receive credit for classroom work, tests, homework, etc., unless alternate arrangements were made with the teacher.

STEP 1:

Student's Name: _____ Grade: _____

Parent's Signature: _____

Date(s) of absence: _____

Reason: _____

STEP 2: Ask your teachers to sign below to confirm you've established a plan to make up any missed work.

***Teachers:** Please sign below to acknowledge that the student named above has either completed all work to be missed during the permitted absence or has made alternate arrangements with you.

1st Period: _____

5th Period: _____

2nd Period: _____

6th Period: _____

3rd Period: _____

7th Period: _____

4th Period: _____

STEP 3: Return the completed form to the middle school office at least one day before the intended absence.

Office Signature: _____ Date Received: _____

Charlotte Christian School is a Christ-centered, college preparatory school, equipping and developing students to effectively integrate Biblical truth and learning into their daily lives and to impact the culture for Christ.