

Pine Creek High School



Pre-Arranged Absence Notification

For absences more than 3 days. Please complete and return this form to the school prior to the first day of the absence.

Student Name: _____ Grade: _____

Date of Absence: _____ to: _____ Total Number of Days Missed: _____

Specific Reason for Absence: _____

Students must take this form to each teacher for grade updates, make-up work, and teacher's signatures.

Period	Class	Current Grade	Make-up Work	Due By	Teacher's Initials
B1					
B2					
B3					
B4					
G1					
G2					
G3					
G4					

As parent/guardian of _____, I have reviewed the information on this form. I am aware of the possible impact that may be created by this absence. At this time, I request the school administration to excuse my child from school for the indicated dates.

Parent/Guardian Signature

Date

Administrator's Signature

Date