

NORTHEAST CHRISTIAN ACADEMY

PRE-ARRANGED ABSENCE FORM

The student is required to have this form signed by administrative personnel and by each teacher. This form must then be turned in to the front desk before the requested absence date.

I request my child, _____, to be
excused from school on _____
for _____
_____.

My child and I understand that he/she will get all assignments from his/her
teachers before the absence and that all work must be completed by
_____.

PERIOD	CLASS	TEACHER'S SIGNATURE
1		
2		
3		
4		
5		
6		
7		
8		

Parent's Signature

Administrator Signature

Grade Level _____

Date: _____