

**North Santiam School District  
Grades 6-12  
Planned Student Absence Request**

The parents of \_\_\_\_\_ have requested that he/she be granted permission to be absent from school for a period of \_\_\_\_\_ days beginning \_\_\_\_\_ and ending on \_\_\_\_\_. The purpose of the planned absence is; \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of Request: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

School Location: \_\_\_\_\_ Request Granted: YES/ NO (if no, please list reason:)  
\_\_\_\_\_

Students should fill out entire class schedule (Jr. High & High School)

<b>Period</b>	<b>Course Title</b>	<b>Teacher Comments</b>	<b>Teacher Signature</b>
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<b>1</b>	_____	_____	_____
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<b>2</b>	_____	_____	_____
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<b>3</b>	_____	_____	_____
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<b>4</b>	_____	_____	_____
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<b>5</b>	_____	_____	_____
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<b>6</b>	_____	_____	_____
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<b>7</b>	_____	_____	_____
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<b>8.</b>	_____	_____	_____
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<b>9</b>	_____	_____	_____
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**Building Principal Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_

\* *Student and parents should expect that, even though written work is made up, an extended absence may result in a lower grade in classes which depend heavily on student participation.*

\*\* *Planned absence will seriously jeopardize the student's successful completion of the course*

