



GRAND CHRISTIAN PREP

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ADVANCE REQUEST FOR EXCUSED ABSENCE FORM

Student Name: _____

Student Homeroom Teacher: _____

Class (check one): PK3 PK4 Kindergarten 1st/2nd 3rd/4th 5th/6th 7th/8th

Date of Submittal: _____ (Requests must be made at least 5 school days prior to date(s) of absence.)

Date(s) of Absence (list day, month and year):

Reason(s) for Absence:

Student Signature: _____

Parent/Guardian Name (please print): _____

Parent/Guardian Signature: _____

My signature acknowledges that it is my responsibility to make sure my student makes up all missed assignments and turns them in by the date specified by their homeroom teacher. Incomplete or missing work will result in an UNEXCUSED absence.

GRAND CHRISTIAN PREP OFFICE USE ONLY

ABSENCE EXCUSED - Student/Parent to see Homeroom Teacher for make-up work/assignments

ABSENCE UNEXCUSED - Reason: _____

Administrator Signature: _____ Date: _____