



Advanced Absence Form

Name of student _____

Grade _____ Today's date _____

Date(s) and class(s) student will be absent _____

Reason for absence (If more than one day, include reasons for all days.)

How will the student get the work while he is out? (This is necessary if missing one full day or more.)

Parent signature _____

(To be signed by Administrator)

Administrator

Date

A student with more than twelve (12) absences total (excused/unexcused combined) per semester (two quarters) will not receive credit that semester for the class or classes from which the student has been absent. As such, excessive absences put a student at risk for having to repeat the coursework needed to advance to the next grade and to gain course credit needed to graduate.

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