

**Board Policy 4100 – Student Attendance**

**Request for Absence to be Excused for Educational Opportunity\***

For an absence to be excused for an educational opportunity, the intent of the experience should have been educational from the outset and should be comparable to that which the student would have experienced in school. Family trips and vacations that were not initially designed to be educational will not be excused. Signing this form ensures that this absence is for a valid educational opportunity.

As the parent/guardian of \_\_\_\_\_, I assure that the absence from school for the dates of \_\_\_\_\_ is for an educational opportunity of comparable value to my child’s attendance in school.

\_\_\_\_\_  
 grade                                      teacher/homeroom                                      signature of parent/guardian                                      date

Please briefly describe the educational opportunity.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Approved \_\_\_\_\_

Not Approved \_\_\_\_\_

Principal/designee \_\_\_\_\_ Date \_\_\_\_\_

\* Cannot be used for exam exemption.