



PRE-ARRANGED ABSENCE

A student's absence must be approved in advance for any extended absence from school for a reason other than what is legally allowed by State State of Utah. Please complete the form below, have your student take the form to each of their teachers for signature, and then bring the form to the front office for Principal approval. Absences without pre-approval will be unexcused and subject to truancy guidelines. **Students are responsible to keep up on any work missed during this time.**

Student Name:	Grade:
Parent Name:	Date:

Dates and reason for absence:

Student Schedule

Teacher Signature

Teacher Comments/Current Grade

Crew:	

Parent Signature: _____

Attendance Office Signature: _____

Approved for excused absence

Yes _____

No _____