

Port Allegany School District

Request For Excused Absence for Family Vacation/Travel

I am requesting an excused absence for _____, grade _____.

I believe the excused absence to be justified due to the educational value of the trip we are planning.

The date(s) of the absence will be: _____ to _____.

The travel itinerary will include the following: Use the back of the form if necessary.

Locations To Be Visited

Items of Educational Value

1. _____

1. _____

2. _____

2. _____

3. _____

3. _____

I understand that homework assignments will be provided and the opportunity to make up school work with no penalty is available.

(Parent Signature)

Approved _____

Disapproved _____

_____, Principal

Port Allegany High School

Assignment Request

NAME _____ GRADE _____

The student above has requested to be absent from _____ to _____ . Please indicate by your signature below that the student has requested and received assignments from you to provide for the time they will be out of school.

	Date:
Period 1 _____	_____
Period 2 _____	_____
Period 3 _____	_____
Period 4 _____	_____
Period 5 _____	_____
Period 6 _____	_____
Period 7 _____	_____
Period 8 _____	_____

Parent signature: _____

Date: _____