

South Academy of International Languages

Form to Request Absence for Valid Educational Opportunity

This form is to be completed by the parent/guardian of the student named below and filed with the principal at least five (5) days prior to the day of the absence. The request is “pending” until after the student provides a short presentation, in the target language, about what was learned during this educational opportunity. Excused absences 3 – 5 days. Absences in excess of these days will be marked as unexcused.

Student's Name _____

Gr. Level _____

Date(s) of Requested Absence: _____

Reason for request for absence:

Educational Benefits for the Student:

Upon return to school, the student will make a short presentation to the class – no longer than 10 minutes as evidence of the trip and its educational impact. Examples: Journal, Scrap Book, Narrated Video, PowerPoint, Written Report, etc.

(This section to be completed by principal)

_____ Approved (Excused) counted as an absence

_____ Not Approved (Unexcused) counted as an absence

_____ Days Approved

Principal's Signature

Date

Note: The student is responsible for requesting make-up work from teachers **AFTER** the absence.

Revised 07/2022