

Scheduled Absence Form

CORLS requires that students who miss classes for a planned absence must **make arrangements one week before the absence** for making up work. Submit one form per absence.

Student's Name:

Today's Date:

Date of Planned Absence:

Reason for Absence:

Principal's Response:

Excused

Unexcused

Signature: _____

Teachers:

_____ will be leaving for a scheduled absence on the dates mentioned above. The student would like to stay current on his/her assignments during this absence. Any work that you could provide for him/her would be extremely beneficial. Thank you in advance.

Science _____

Math _____

Literature _____

Language _____

History _____

Religion _____

Electives _____
