

Middle School-High School Pre-Planned Absence Form



FRIENDSHIP
CHRISTIAN SCHOOL

Name _____ Date _____ Grade _____

Date(s) of Absence _____

Reason for Absence _____

Parent Signature _____

All teachers' signatures must be obtained first. Then form must be turned in to the office for official approval. This form must be completed five school days prior to absence. Please note these important policies from the handbook:

- A student that misses 12 days in a single semester or 20 days during the entire school year in any class may jeopardize their promotion to the next grade. Whether the absences are excused or unexcused does not change the promotion ruling.
- Any student missing more than twelve periods per semester in any class for any reason may not receive credit for that class even if all his grades are passing.

Class	Assignments	Signature
1 st	_____	_____
2 nd	_____	_____
3 rd	_____	_____
4 th	_____	_____
5 th	_____	_____
6 th	_____	_____
7 th	_____	_____

Head of School's Signature _____

****All homework, quizzes, and tests must be made up according to the school's policies.**