

REQUEST FOR EXCUSED ABSENCE FOR EDUCATIONAL REASONS

The North Carolina General Assembly passed General Statute 115C-378, entitled the Compulsory Attendance Law, in 1955 and amended it through 1992. This law, in conjunction with the rules and regulations of the North Carolina State Board of Education, makes parents and legal guardians responsible and accountable to insure that their children's absences from school are valid. Seven (7) types of valid absences are established by the rules and regulations set forth by the State Board of Education. Two of those types are absences resulting from religious observances and educational opportunities of a significant nature. The Wake County Board of Education Policy 6000 requires advanced permission for excused absences for educational purposes. The principal should deny the request if the cumulative effect of such absences would substantially interfere with the education of the student. If the principal does not approve this request, you will be promptly notified.

REQUEST FOR ABSENCE TO BE EXCUSED ON EDUCATIONAL GROUNDS

For an excused absence for educational reasons, the intent of the experience should have been educational from the outset and comparable to that which the student would have experienced in school. Family trips and vacations that were not designed, initially, to be educational will not be excused. Signing this form documents that this absence is for valid educational purposes.

As the parent or guardian of _____, I state that
(Student's Name)

the absence from school for the dates of _____
(Date/s)

is an educational opportunity that is of comparable value to my child's regular attendance in school.

_____ School	_____ Grade	_____ Teacher/Homeroom
_____ Signature of Parent or Guardian	_____ Date	

Please briefly describe the educational opportunity. _____

Approved <input type="checkbox"/>	Not Approved <input type="checkbox"/>
_____ Principal (or Designee's) Signature	_____ Date

(In order to receive approval, student must complete sections I and II as well)

- I) **Teacher Approval** (All teachers of the student must be notified of the absence beforehand and the student must make arrangements with the teacher in regard to make up work. Teacher please sign on the appropriate line that the student has notified you of the absence and if you have any concerns about this student being absent from your class during the missed days, please address your concerns below.)

Name of Student: _____ Date of Absence: _____

Teacher Period #1: _____
(signature and any concerns you have about the absence)

Teacher Period #2: _____
(signature and any concerns you have about the absence)

Teacher Period #3: _____
(signature and any concerns you have about the absence)

Teacher Period #4: _____
(signature and any concerns you have about the absence)

- II) **Attendance Justification** (The student should explain how they think this absence will be an education opportunity. Explanation should be at least 300 words, written on a separate sheet of paper, and submitted to the attendance office with this form))

***ONCE YOU HAVE COMPLETED THE REQUIRMENTS ON BOTH SIDES OF THE FORM, PLEASE TURN IT INTO THE ATTENDANCE OFFICE AT LEAST 3 SCHOOL DAYS BEFORE THE ABSENCE. STUDENTS WILL BE NOTIFIED WITHIN 2 SCHOOL DAYS IF THEIR REQUEST HAS BEEN APPROVED.**

****PLEASE NOTE THAT IF THE EDUCATIONAL OPPORTUNITY WAS APPROVED FOR A COLLEGE VISIT, STUDENT MUST SUBMIT COLLEGE VERIFICATION TO THE ATTENDANCE OFFICE NO MORE THAN TWO DAYS AFTER RETURN.**