

## Pre-Arranged Absence Request Form North Dallas Adventist Academy 2018-2019

The request for Pre-Arranged Absence must be submitted to the Office of Academic Principal at least one week in advance. The request will not be complete until all teachers' signatures are affixed.

Student's Name \_\_\_\_\_ Date \_\_\_\_\_

Date of absence(s): \_\_\_\_\_

Reason for absence: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_ (Please attach additional information)

Parent/Guardian name \_\_\_\_\_ Parent/Guardian Signature \_\_\_\_\_

Principal Signature \_\_\_\_\_ Principal of Academics Signature \_\_\_\_\_

Period	Teacher Comments	Teacher Signature
0		
1A		
2A		
3A		
4A		
5		
0		
1B		
2B		
3B		
4B		

**Parents:** Your student's grade in the class at the end of the quarter may reflect missing class instructional time. Signing this form acknowledges your acceptance of that possibility.