

**DAEGU HIGH SCHOOL  
REQUEST OF ABSENCE FROM SCHOOL**

If permission is granted, it is the responsibility of the student to make up work that he/she will miss. Accordance to DoDEA Regulation 2095.01, August 26, 2011, School Attendance, "School attendance is mandatory. The principal has final authority to identify an absence as excused." Parents should seriously consider what effect an absence would have on the student's school work when leave is taken that does not coincide with school vacations. It should be remembered that make up work cannot replace what the student missed in class, especially in skill classes. **Once this form is completed, return to the main office.**

STUDENT'S NAME \_\_\_\_\_ Grade \_\_\_\_\_

Date(s) of Request \_\_\_\_\_ Reason for Request \_\_\_\_\_

Below are the teachers' comments to indicate student's present status.

Day / Period	Subject	Teacher Signature/Comments
D1 P1		
D1 P2		
D1 P3		
D1 P4		
D2 P6		
D2 P7		
D2 P8		

*\*I acknowledge it is my sole responsibility to request/complete any assignments missed during my **excused** absence.\**

STUDENT'S SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

*I have read DoDEA Regulation 2059.01, the teachers' comments above, and request my student be granted permission for this absence. I understand it is my student's responsibility to request/complete any missed assignments during this absence.*

Parent Signature \_\_\_\_\_ Phone Number \_\_\_\_\_

**FOR SCHOOL OFFICIAL USE ONLY:      ABSENCE IS APPROVED / DISAPPROVED**

Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_