

ANCHORAGE SCHOOL DISTRICT

Pre-Approved Absence Request for Extenuating Circumstances

Form must be submitted at least one week prior to the absence. Complete one form for each student.

C I

Student last name	Student first name	MI	Teacher
Parent/Guardian last name	Parent/Guardian first name	MI	Student grade level
Primary phone contact	Additional contact number		

A P

The principal or designee may excuse a student for temporary absences when receiving satisfactory evidence of illness or acceptable reasons. The following conditions may result in an excused absence from school:

1. Illness,
2. Death or serious illness in the immediate family,
3. Participating in a school function,
4. Attendance at religious services, or
5. Extenuating circumstances approved by the principal.

E A R

I am requesting permission for my child's absence to be excused for the following extenuating circumstances:

Dates of absences

From _____ To _____

Number of missed school days in absence request: _____