

PARENT REQUESTED ABSENCE

(circle one)

FAMILY TRIP

COLLEGE VISIT

MEDICAL

A pupil may be permitted to take a parent-requested trip(s) each year, not to exceed five (5) school days, and receive an excused absence. It is ENTIRELY the responsibility of the student to prepare IN ADVANCE to make up all work and be prepared to continue with his/her group upon returning to class.

Juniors and seniors may also plan two (2) college visit days per year, and must bring verification of the visit from the college officials to the Attendance Office upon returning. These trips should be planned on non-school days when possible.

NO PERMISSION WILL BE GRANTED FOR TRIPS ON EXAM DAYS OR ON RETREAT DAYS.

Pupil's Name _____

Today's Date _____ Grade _____ Homeroom _____

Parent/Guardian Name _____

Address _____

DATES of planned absence(s) from school _____

NUMBER of school days to be missed _____

Place or places to be visited _____

Educational benefit to the student _____

Other McDevitt student in our household who will attend this trip:

Name(s) _____ Grade _____ Homeroom _____

I certify that the above information is correct, and request that permission be granted for the trip to be excused. I understand that my student is required to show this form to all his/her teachers **BEFORE** the date of the trip, and to complete the reverse side.

Signature of Parent/Guardian

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Approved _____ Number of excused days _____

Number of unexcused days _____

Not Approved _____ Reason _____

