Completed form must be submitted at least two(2) days prior to the first date of absence. Date received in office: ____________

PRIOR APPROVAL FORM

Educational Opportunity of Family Travel or College Visit

Watauga High School recognizes the positive correlation between regular school attendance and achievement. Regular attendance, therefore, shall be required. The primary responsibility for attendance rests with students and their parent(s)/guardian(s).

STUDENT NAME: _______________________________ STUDENT ID#: _______________________________

DATE(S) of ABSENCE: ___________________________ GRADE LEVEL: ___________

REASON for ABSENCE

- Family Travel
- Post-Secondary Institution Visit**

Nature of or Place Visiting:

________________________________________________________________________

________________________________________________________________________

In all situations, students are responsible for acquiring, completing and turning in assignments and/or acquiring and responding appropriately to any information given in a missed class. Students are required to make up all work missed for all absences, excused or unexcused. As the parent/guardian of the student, I am aware of my child’s responsibilities as listed above and of their responsibility for documentation following the trip in order for this date(s) to be excused. I also understand that these dates count towards the allowed eight absences no matter what other circumstances arise.

PARENT SIGNATURE: ___________________________ DATE: ___________________________

In order to obtain credit in a course a student may have no more than 8 absences in that course. More than 8 absences can result in no credit being given for the course and an Attendance Advisory Committee process. ALL absences count towards the 8 day limit. If a student is absent from a class more than 8 days, the student will receive a grade of FF (Failure Due to Attendance) and has a right to appeal to the Attendance Advisory Committee.