

**St. Clare of Assisi Catholic School
Request for Excused Absence Form**

Date: _____

We are requesting permission for _____ to be
(Student Name)
absent from school on _____
(Dates)

for the following reason/purpose _____

I understand that my student/students will be responsible for making up any missed classwork and homework. Teachers will not be required to provide assignments prior to the absence, but will accommodate wherever possible.

Parent Signature: _____

FOR OFFICE USE ONLY

Date Received: _____

Excused: _____ **Unexcused:** _____

Approved: _____ **Not Approved:** _____

Principal Signature: _____

Notes: