

Sprague High School  
Application for Attendance Clearance By Student

Student Name \_\_\_\_\_

ID Number \_\_\_\_\_

Parent/Guardian

I request that \_\_\_\_\_ be allowed to write his/her own notes to excuse their absences from Sprague High School. I understand that I will not be notified of my students absences and that my student will be required to follow the attendance policy guidelines as listed in the Parent/Student Handbook.

*Whenever possible or practical, parent verifications and notification will be made when a student is requesting to write his/her own notes.*

Parent Signature \_\_\_\_\_ Date: \_\_\_\_\_

Daytime phone Number \_\_\_\_\_

Student

I have read the attendance policy guidelines in the Parent/Student Handbook. I understand and will follow these policies. I also understand that abuse of this privilege will result in termination of my being able to excuse my absences.

Students must meet one of the following guidelines

I am (check all that apply)

- 18 years of age
- Legally emancipated from parents. *(Please attach copy of court document showing emancipation)*
- Married *(attach copy of marriage certificate)*
- Living on my own outside my parent/guardian's residence

Student who do not meet the above guidelines, but feel they have the need to excuse their own absences need to attach a letter of explanation to this form before returning it for approval.

Student Signature \_\_\_\_\_ Date: \_\_\_\_\_

For office use only	
Administrator: _____	Date: _____
<input type="checkbox"/> Approved	<input type="checkbox"/> Declined
Parent verbal verification requested by administration	YES NO
Parent verification completed	Date: _____

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