

APPLICATION FOR LEAVE OF ABSENCE (any period over three days)

Please, return this form for the class/homeroom teacher at least a week before the leave of absence begins.

I / We apply for leave of absence for _____
student's name and class
between ___/___ 20___ - ___/___ 20___

Reason of absence:

Please note: School is not obliged to arrange tutorial lessons or do individual arrangements for students whose families choose to extend family holidays. It is the guardians' responsibility to make sure that student makes up for all missed work.

How student plans to do the required schoolwork during absence

Student is responsible for finding out and completing the work given at school. The work is listed below (use other side if necessary)

Subject	Homework to be done

_____/____/20____
Place and date

Parent / Guardian's signature

Application Accepted Declined

_____/____/20____
Place and date

Principal

