



Request for Leave of Educational Value

2016-2017

Student Name: _____ Student WVEIS _____

Projected Date of Absence(s): _____

Reason for Absence:

Please explain the educational purpose of the trip:

Objectives: (Must be at least two per day)

Activities:

- _____
- _____
- _____
- _____
- _____

I understand that I must:

- Request this leave at least ten days in advance of the trip.
- Complete a daily journal that must be submitted to the principal, the day I return to school that discusses the objectives listed above. If a journal is not submitted the days will be unexcused.
- Complete all assignments from the teachers.

Parent Signature _____ Student Signature _____

Date Received at School: _____

- Request approved for excused absence for the following dates: _____
- Request Denied: _____

Principal Signature: _____ Date: _____