

SECONDARY STUDENT STATEMENT PAGE

On this page please explain why you have exceeded the number of absences permitted. You should also state why you believe you should be considered for an appeal to the attendance policy to receive full course credit. You are invited to include any documentation that you believe will assist you in your efforts to receive this appeal.

Dear Attendance Appeal Committee:

I, _____ am applying for an attendance appeal indicated on the first page because:

(Use the back of this page as necessary.)

Sincerely,

Student

Date

I acknowledge that my son/daughter is applying for an attendance appeal for one or more course(s) during the 1st / 2nd semester or 1st, 2nd, 3rd, 4th quarter if in block schedule (please circle one) of the _____ school year.

Parent/Guardian

Date

Home Telephone

Work Telephone

12/02
1/12/12