



## PLANNED ABSENCE ASSIGNMENT FORM

STUDENT NAME:	DATE:
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REASON FOR ABSENCE: \_\_\_\_\_

DATE of ABSENCE: \_\_\_\_\_

SPONSOR Signature: \_\_\_\_\_

CLASS	MAKE UP WORK	TEACHER SIGNATURE

This form must be completed and signed by the teacher at least one class meeting prior to the student's absence from class.

It is the responsibility of the student to complete the assigned work and present it to the teacher at the beginning of class on the day he/she returns.