



SUSSEX ACADEMY

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Application for an absence from school for an extended trip (3 days or more.)

I hereby apply to be excused from school from _____ Date

to _____ Date to go to _____ Destination

I understand that the days missed will be recorded as days absent from school. I understand that it is my responsibility to request assignments in advance, to make every effort to complete the assignments while I am away, and turn them in upon my return. I am also aware that I will need to make up all projects, tests, and assignments that are given during my absence within the same number of days that I am absent due to my vacation.

Work Provided:

Math	Yes	No
Reading	Yes	No
Writing	Yes	No
Science	Yes	No
Soc. Stds.	Yes	No

Teacher Initials:

Comments:

Student's Name

Student's Signature

Parent's Signature

Team Leader Signature

Executive Director's Signature

☐ Approved ☐ Denied