



**STUDENT ABSENCE FORM**

Student Name: \_\_\_\_\_

ID# : \_\_\_\_\_

Official Class: \_\_\_\_\_ Phone#: \_\_\_\_\_

Parent Name: \_\_\_\_\_

- The above named Student was absent from school on the following day/days:

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- The student returned to school on: \_\_\_\_\_
- The student attached a note (please check what is applicable)
  - Parent's note or Parent's Signature \_\_\_\_\_
  - Doctor's note
  - Other (please specify) \_\_\_\_\_

**PLEASE HAVE THIS FORM SIGNED BY ALL TEACHERS. BRING THIS COMPLETED FORM WITH THE ATTACHED NOTE TO THE ATTENDANCE OFFICE IN ROOM 201.**

PERIOD	CLASS	TEACHER SIGNATURE
1	_____	_____
2	_____	_____
3	_____	_____
4	_____	_____
5	_____	_____
6	_____	_____
7	_____	_____
8	_____	_____
9	_____	_____
10	_____	_____
11	_____	_____

**\*Note: Students are required to make up any missing class work, homework, or tests.**

You may duplicate this form as necessary. Please go to <http://LaProgram.org> to read LaGuardia's Attendance Policy and to download other available Attendance Forms including the "Marked Absent in Error" form.