



Dublin City School District

Students
5200 F2
Revised 10/19/16
English

High School Notification of Absence Form

- The student who plans to be absent from school for any reason other than normal illness is to have his/her teachers complete this form.
- The student who plans to be absent from school is to read and sign the form after it has been completed by the teachers.
- The parent/custodian/guardian whose child plans to be absent from school should read and complete this form.
- Students traveling to a Tuberculosis (TB) endemic region for 30 or more consecutive days will be required to provide proof of a negative TB test performed in the United States upon return.
- This form is to be returned to the attendance office five days prior to the day of the absence.

Teachers:

_____ will be absent from your class on _____
because _____

Please sign below and write in homework for the days being missed and any comments you wish.
Students will be responsible for the homework assigned while they are gone.

1st Period Class _____ Teacher _____

Homework _____

Comments _____

2nd Period Class _____ Teacher _____

Homework _____

Comments _____

3rd Period Class _____ Teacher _____

Homework _____

Comments _____

4th Period Class _____ Teacher _____

Homework _____

Comments _____

5th Period Class _____ Teacher _____

Homework _____

Comments _____

6th Period Class _____ Teacher _____

Homework _____

Comments _____

7th Period Class _____ Teacher _____

Homework _____

Comments _____

ATTENDANCE _____ COMMENTS _____

Student Signature

Parent/Custodian/Guardian Signature

FOR OFFICE USE: Received _____ Approved _____ Disapproved _____