

PRE-EXCUSED ABSENCE FORM - School Activities

(Student's name) _____ will represent Lincoln at an upcoming school activity requiring him/her to miss school. In order to ensure the student is aware of his/her academic responsibilities, this form must be completed and shared with the HS Principal prior to departure. Assignments missed for Wednesday/Friday classes are due the following Thursday. Assignments missed for Thursday classes are due the following Wednesday. Long term major assignments or presentations due during the absence should be turned in prior to departure. Tests or quizzes missed on any day must be completed prior to the following Wednesday.

		Dates of Absence	Reason of Absence
From (M/D/Y)			
To (M/D/Y)			

Bloc	Subject	Teacher Initials	Work Missed	Due Dates for Make Up Work/Assessments
A				
B				
C				
D				
E				

F				
G				
H				
PRINCIPAL'S APPROVAL:				
			Joe Hollenbeck, H.S. Principal	