



Extended Vacation Application

(absences of 3 or more school days)

I hereby apply to be excused from school from _____
Date

to _____ to go to _____.
Date Destination

Current Number of Absences: _____
Attendance Office Signature

I understand that the days missed will be recorded as days absent from school and Sussex Academy's policy states that students missing more than 17 days of school may be retained in the current grade level. 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 assessments as well as assignments that are given during my absence within the same number of days that I am absent due to my vacation.

High School

Teacher Initials:

Current Grade:

Comments:

English	_____	_____	_____
Math	_____	_____	_____
Science	_____	_____	_____
Social Studies	_____	_____	_____
Spanish/French	_____	_____	_____

Middle School

Reading	_____	_____	_____
Writing	_____	_____	_____
Math	_____	_____	_____
Science	_____	_____	_____
Social Studies	_____	_____	_____

Approved Denied

 Student Name

 Student Signature

 Parent Signature

 Team Leader Signature

 Dean of MS/HS

