



Triad High School Vacation Request Form

Date Received by office: <p style="text-align: center;">- Do not write in the area -</p>

Student Name _____ Today's Date _____

Parent Name _____ Phone # _____

Grade _____ Date(s) requested _____

Students are permitted up to 56 hours of excused absences per year with the following limitations.

- The vacation request must be submitted on this for a minimum of 2 days prior to the first day of vacation.
- Student must complete all work assigned by teacher while gone on vacation. The work is required to be turned in on the day the student returns from vacation.
- If student has 52 or more hours of absence (excused or unexcused) the vacation request will not be approved. The days missed will be unexcused and count towards their unexcused hours for the year.
- Vacation days requested during testing will not be approved. (please refer to school calendar dates change each year)

Parents:

I have read and understand the limitations for vacation day requests. In signing this form requesting vacation, I assure that my son/daughter will complete all work provided by the teacher while he/she is absent from school.

Parent Signature

Date

- Do Not Write Below this Line—for Office Use Only

Hours of excused absence this year: _____ Hours of unexcused absence this year: _____

_____ Approved _____ Unapproved Signed _____