

**"**राम्रो उपस्थिति शैक्षिक सफलताको मूल आधार हो!"

INDEPENDENCE HIGH SCHOOL

छात्र अनुपस्थिति सूचना फारम

विधार्थीको नाम\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ अनुपस्थिति मिति (हरू) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (कृपया भिन्नै फारमहरुमा आफ्ना भाईबहिनीहरुलाई सूचीक्रित गर्नुहोस्)

अनुपस्थितिको कारण (एक चयन गर्नुहोस्):

🞏 व्यक्तिगत बिरामी 🞏 मेडिकल वा दन्त नियुक्ति

🞏 एक धार्मिक छुट्टीको अवलोकन 🞏 परिवारमा मृत्यु (3 दिनको अवधिसम्म सीमित)

🞏 अन्य\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(बहाना स्वीकार वा अस्वीकार गर्नको कारण दस्तावेजको उद्देश्यको लागि प्रिंसिपल स्वीकृतिको आवश्यकता हुन सक्छ)

आमाबाबु /संरक्षक हस्ताक्षर: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ मिति: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 **Absence Called In Via Phone (complete below):**

Name of caller (must be parent or guardian): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Time of call: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Form completed by \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

For Attendance Office Use Only:

Student Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Absence coded as:  Unexcused (UNX)  Parent Authorized Absence (PAA)  Parent Medical (PMD)

  Parent Authorized Late Arrival (PALA)  Parent Medical Late Arrival (PMLA)

  Parent Authorized Early Leave (PAEL)  Parent Medical Early Leave (PMEL)

Note: If this request exceeds the students 9th Parent Authorized Absence (PAA, PALA and/or PAEL), or the request is received more than one week after the last date of absence, you must submit a Request For Principal Approval of an Excused Absence form to the Administrator for proper coding.

Date Entered Into IC \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Entered By: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Note: Only change the absence code if the reason given meets the criteria in the Board Policy)