

Homer-Center High School

Permission for a Planned Educational Tour or Trip

(Please complete one form for each student)

Student's Name _____ Grade _____

Date(s) of proposed absence _____ to _____

Person(s) directing and/or supervising student during above absence:

Name _____

Address _____

Phone _____

Destination and educational benefit of trip: _____

Parents are reminded that past attendance, current grades, and student behavioral records will be considered by the school official to determine approval or denial of the educational trip request.

Parent/Guardian Signature _____ Date _____

For School Use Only

Total Days Absent/Tardy Current School Year	_____	_____	_____
	<i>excused</i>	<i>illegal/unverified</i>	<i>tardy</i>
Total Days Absent/Tardy Previous School Year	_____	_____	_____
	<i>excused</i>	<i>illegal/unverified</i>	<i>tardy</i>
Attach Current Grade Report			
Attach Current Discipline Report			

APPROVED _____ DENIED _____

Administrator Signature _____

Stipulations:

• *Students approved for an educational field trip should make every attempt to complete academic assignments prior to the trip. However, students will be given five school days upon return to complete all missed assignments. It is the responsibility of the student to make arrangements with the teacher to complete all work in the specified time frame.*