



K. Erik Swanson, Ph.D.
Superintendent of Education

GEORGE WASHINGTON HIGH SCHOOL

“Home of the Mighty Gecko Warriors”

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Dexter Fullo
Principal

APPLICATION FOR PRE-ARRANGED ABSENCE

Permission to be absent from school may be granted for up to (10) days for appropriate reasons. Permission to be absent from school may be denied for academic, attendance, or discipline reasons. Parents should seriously consider the effect any absence would have on the student’s academic performance when their absence does not coincide with school vacations. It should be remembered that make up work will not replace instructional time. It is possible that these absences will adversely affect the student’s grades.

Please note the following steps in submitting application:

1. Obtain this application from the Student Support Office, complete “Section A” at least (7) days prior to the anticipated absence.
2. Student will circulate application to teachers for their input in “Section B”
3. It is the student’s responsibility to obtain all assignments for the duration being out and to submit all assignments according to the teacher’s directions.
4. It is the Parent/Guardian’s responsibility to call the STUDENT SUPPORT OFFICE at 300-2976 to check on the status of the application approval.

NEEDED DOCUMENTATION: Original Boarding Pass to from destination; Physician Statement; Funeral Announcement etc.

SECTION A- GENRAL INFORMATION

STUDENT’S NAME: _____

FATHER/GUARDIAN’S NAME: _____ CONTACT # _____

MOTHER/GUARDIAN’S NAME: _____ CONTACT # _____

MAILING ADDRESS: _____

DATE OF ABSENCE: FROM _____ TO: _____

REASON FOR ABSENCE: _____

ADDRESS WHILE OFF ISLAND: _____ TOTAL DAYS OF ABSENCE: _____

SECTION B STUDENT SCHEDULE & TEACHER INFORMATION

BLOCK	TEACHER	SUBJECT	GRADE	TOTAL AB	ASSIGNMENT	TEACHER

I have read the information above provided that my child be granted permission to be absent from school. I will ensure my child completes all assigned work he/she will miss as a result of these absences. Authorization to miss school is subject for approval from an Administrator.

Note: Submission of this application is NOT a guarantee of Approval.

Signature of Parent/Guardian & Date

Mr. Chris Castro, AP Student Support

Eric Dela Cruz
AP, Academic Affairs

Christopher Castro
AP, Student Support

Noshista Delgado
AP, Special Programs

Joni Serisola
AP, Student Life

Lina Taimanglo
Administrative Officer

Our Purpose is to Provide Our Students with the Skills and Knowledge they Need to Make Wise Decisions and Be Good Productive Citizens.