## **Educational Enhancement Opportunity Request Forms**

To request an absence to attend or participate in an educational activity, please complete this application form and return it to your school principal at least five (5) days prior to the absence. Such an absence as requested by this signed application and approved by the school principal, will be considered an excused absence. The major intent of the activity must be educational in order for the student to be granted this type of absence. The proposed activity must have significant educational value and be composed of an intensive program related to the core curriculum (e.g. art programs, dance programs, State Fair activities, workshops that are educational in nature, college visits, etc.). The Principal will use his/her good judgment to determine if the activity meets guidelines. A student may be approved for up to ten (10) days of absence per year for this purpose. Students who are granted an absence under this law will be allowed to make up all school work. Student grades can not be affected by lack of attendance or participation in classes for approved days. This type of absence can not occur during the school's CATS Testing or District-wide assessments, unless there are extenuating circumstances that are approved by the Principal. Decisions may be appealed to the Superintendent and then to the Board of Education.

Student Full Legal Name:	Date of Application			
Name of School		Homeroom Teacher		
Date of Birth:	Age:	Grade Level:	Home Phon	e
Residence Address:				
City:		State:	Zip Code:	
# of Excused Absences To Date Absences to Date	e# of U	nexcused Absences To	Date# of 7	Γotal
Date(s) of Intended Absence(s)				
(3) how the activity is directly a mathematics, social studies, activities/events to be attended form.)	foreign langu	age or the arts. Pl	ease attach a s	schedule of
Signature of Student	Date	Signature of P	arent/Guardian	Date

## **Educational Enhancement Opportunity Request Forms**

## FOR SCHOOL USE ONLY

## (THIS SECTION TO BE COMPLETED BY THE SCHOOL PRINCIPAL / DESIGNEE)

This request must meet all three criteria to be eligible for an educational opportunity absence:

1.	This request is for an absence that will have "intensive" in nature. Yes $\square$ No $\square$	e "significant educational value" and be		
2.	This trip is tied to one of the core curriculum s social studies, foreign language or the arts.	ubjects of English, science, mathematics,		
3.	The major purpose of the trip is educational.	Yes □ No □		
As Prince be grant	cipal, I recommend $\square$ I do not recommend $\square$ red.	that this educational opportunity absence		
Principa	al's Rationale			
Signature of Principal		Date		
	ucational Enhancement Opportunity Request ent appeals the Principal's decision. The form			
	FOR CENTRAL OFFICE USE ONLY IF A	PPEALED BY THE PARENT.		
	erintendent, I recommend $\square$ I do not recomme be granted.	end $\square$ that this educational opportunity		
Superint	tendent's Rationale			
S	Signature of Superintendent	Date		
FOR	R BOARD OF EDUCATION USE ONLY IF THE DEC APPEALED BY THE PA			
The Dist	trict grants □ does not grant □ this educational	al opportunity absence.		
	Signature of the Board Chairman	Date		