Elk Grove Unified School District

JUSTIFIABLE ABSENCE REQUEST FORM

Per EGUSD Administrative Regulation 5113 - Upon advance written request by the parent/guardian and the approval of the principal or designee, justifiable personal reasons including but not limited to: (Education Code 48205).

Student Name _______________________________  EGUSD Student ID# ________________________

Parent/Guardian Name _____________________________  Tele # (_______)_____________________

Check One of the Following:

- Appearance in Court (Student)
- Funeral beyond “immediate family”
- In California
- Out of State

- Holiday/Cultural Ceremony
- Religious Retreat (not to exceed 4 hrs. per semester)

- Employment Interview
- Educational Retreat/Conference (nonprofit.org on legislative/judicial process)

- Serving as Precinct Worker
- Other __________________________

Explanation for Request: _______________________________________________________________________

___________________________________________________________________________________________

___________________________________________________________________________________________

Date(s) Requested:   ____/_____/____  to ____/___/_____   Total # of Days Requested _____

Per EGUSD Administrative Regulation 5113 – advance written request at least 24 hours before the absence, must be submitted by parent/guardian to site principal or designee prior to requested absence date.

_________________________________   _______________    Approved

Not Approved

Principal/Designee    Date

Rationale for Decision:  ___________________________________________________________

______________________________________________________________________________

Family Notified by:   Call  Email  Other;   _______________________  ______________

Person Notifying Family    Date Notified

Parent/Guardian Signature   Date