



# ABSENCE REQUEST FORM

Name \_\_\_\_\_

Date \_\_\_\_\_

Things that will be considered for an excused absence are: doctor's appointments, family activities, and ministry opportunities. Excused absences will be approved on a case-by-case basis. Things that will be taken into consideration are: the student's grades, how current they are with their ministry responsibilities and their overall performance and attitude.

Date(s) of requested absence \_\_\_\_\_

Reason for absence \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

On a Scale of 1 to 10 (1 being not critical, 10 being absolutely critical) how critical is the need for this absence?

1 - 2 - 3 - 4 - 5 - 6 - 7 - 8 - 9 - 10

**Please Submit your Absence Request Form to the Ministry Class Overseer**

OFFICE USE ONLY

<b>Absence Request</b>	
Approved	Denied
Pastors _____	
Date _____	