Educational Enhancement Opportunity Request Form

To request an absence to participate in an educational enhancement activity, please complete this application and return it to your school's principal prior to the anticipated event. Applications returned less than five (5) days before the event may not be approved. The following standards shall apply to all requests:

- 1. The proposed activity must have significant education value.
- 2. The proposed activity must be directly related to one (1) of the core curriculum subjects of English, science, mathematics, social studies, foreign language, and/or the arts.
- 3. The proposed activity is:

□ An intensive program related to the core curriculum;

□ An educational foreign exchange program

 \Box Other (explain) _

- 4. Approval may be given for up to ten (10) school days.
- 5. Unless the Principal determines that extenuating circumstances exist, requests for date(s) falling within State or District testing periods shall not be granted; and
- 6. The Principal will determine if the activity is of significant educational value.

If the request is approved, the student will receive an excused absence and will be able to make up work. The student's grade(s) shall not be affected adversely for lack of class attendance or class participation.

Decisions may be appealed to the Superintendent and then to the Board of Education under the District's Grievance policy.

Student Full Legal Name:		Date of Application		
Name of School	Homeroom Teacher			
Date of Birth:	Age:	Grade Level:	Home Phone	
Residence Address:				
City:		State:	Zip Code:	
Excused Absences To Date	_ Unexcus	ed Absences To Date_	Total Absences to Date	
Date(s) of Intended Absence(s)				

Please explain the nature of the event the student will be attending and how the activity meets the criteria of (1) having an educational purpose, (2) having "significant educational value," and (3) how the activity is directly related to one of the core curriculum subjects of English, science, mathematics, social studies, foreign language or the arts. Please attach a schedule of activities/events to be attended. (Use additional paper, if needed, and attach to this completed form.)

Signature of Student

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FOR SCHOOL USE ONLY – TO BE COMPLETED BY PRINCIPAL/DESIGNEE

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

- 1. This request is for an absence that will have "significant educational value" and be "intensive" in nature. Yes □ No □
- 2. The activity is tied to one of the core curriculum subjects of English, science, mathematics, social studies, foreign language or the arts. Yes □ No □

As Principal, I recommend \Box I do not recommend \Box that this educational opportunity absence be granted.

Principal's Rationale:

Signature of Principal

Date

Review/Revised:10/30/2017