

MOAPA VALLEY EMPOWERMENT HIGH SCHOOL

Prearranged Absence Notification



Instructions:

- Submit completed application to the Attendance Office at least two days before absence.
- Student is responsible for requesting makeup work from all teachers in a timely manner in order to receive credit.
- **PLEASE NOTE:** Nevada State law allows you to prearrange absences for your child. CCSD Regulation 5113 allows up to ten (10) prearranged absences during the school year that may be classified as excused.

Name of Student: _____

Student #: _____ Grade: _____

Date (s) of absence: _____

Reason for absence: _____

Parent Signature: _____ Date: _____

Administrative Signature: _____ Date: _____



Students will retain lower portion for make-up assignments.

Teachers: *The student listed above has prearranged an absence for the date(s) listed. It is the student's responsibility to arrange makeup work. Please initial below to show that you have seen this form and have assigned work. Please be sure to check your attendance and verify that the date(s) listed are marked as prearranged.*

Period	Make-up Assignments	Teachers Initials
B1		
B3		
B5		
B7		
G2		
G4		
G6		
G8		