



**ALBERT LEA**

SCHOOL DISTRICT 241  
ALBERT LEA HIGH SCHOOL  
2000 TIGER LANE  
ALBERT LEA, MINNESOTA 56007

*Tara Roberts, Attendance*

Tara.Roberts@alschools.org  
Attendance Hotline: 507.379.5344  
Attendance Desk: 507.379.5347

## Advance Absence Request

Student Name: \_\_\_\_\_

Student ID#: \_\_\_\_\_ Student Grade: \_\_\_\_\_

- |                                   |  |  |                                       |
|-----------------------------------|--|--|---------------------------------------|
| <input type="checkbox"/> Vacation | <input type="checkbox"/> Driver's Test | <input type="checkbox"/> College Visit     | <input type="checkbox"/> Medical      |
| <input type="checkbox"/> Funeral  | <input type="checkbox"/> Court Order   | <input type="checkbox"/> Religious Holiday | <input type="checkbox"/> Other: _____ |

Dates of Absence: From: \_\_\_\_\_ To: \_\_\_\_\_

Reason for Absence:

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Principal Approval

- Excused
- Unexcused

Comments:



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## Make-Up Work

**Period 1**

**Period 2**

**Period 3**

**Period 4**

**Period 5**

**Period 6**

**Period 7**