



**Regina Roman Catholic School Division
Secondary Attendance Practices
Application for Exemption—Emergent Issue/Extenuating Circumstances**

This form must be submitted to the school's main office as soon as possible and no later than two weeks before the absence will occur.

Use this form when there is an unforeseen situation which has required the student to be absent. Such absences might include a funeral or emergent medical circumstance. This form should be submitted as soon as the student returns to school. Sick days are not included in our exemption policy unless they are accompanied by the appropriate documentation.

Please submit this form to the main office.

Date: _____

Student Name: _____

Grade: _____

Dates of absences: _____

Total Number of School Days Exempted: _____

Rationale for Exemption from the attendance practices:

Student Signature

Date

Parent Signature

Date

For Office Use

Granted Denied Date: _____

Comments: _____

Committee Members:

Please Print

Signature

Please Print

Signature

