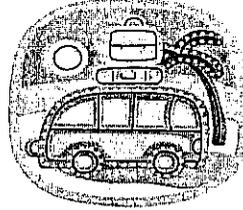


HEIDELBERG MIDDLE SCHOOL
Unit 29237
APO AE 09102

FAMILY TRIP FORM



INSTRUCTIONS: This form is to be completed in full and include a letter/statement from the parent stating the reason for the absence. First, the school Principal must approve this leave in order to be considered "excused." Then, the student is to take the form to each of his/her teachers for review and signature and return this completed form to the Registrar's office for record keeping.

STUDENT'S NAME: _____ Grade: _____

Will be on a family trip from _____ to _____.

The total number of school days missed: _____

Teacher's Initials

Advisory _____

Seminar _____

Core 1 _____

Core 2 _____

Core 3 _____

Core 4 _____

Elective Day 1 _____

Elective Day 2 _____

STUDENTS ARE EXPECTED TO TURN IN WORK ON THE DAY THEY RETURN TO CLASS. THE ABSENCES MAY NOT BE EXCUSED IF THIS FORM IS NOT RETURNED TO THE OFFICE BEFORE THE TRIP BEGINS.

- Parent letter/statement is attached

PRINCIPAL'S APPROVAL & DATE _____

ASSIGNMENT FORM

Please fill out and have student return to Registrar's office on student's last day

PERIOD	TEACHER'S SIGNATURE	ASSIGNMENTS FOR EXCUSED ABSENCE
Advisory		
Math		
Language Arts		
Science		
Social Studies		
Elective Day 1		
Elective Day 2		