



TOOLS

Teacher Permission Form for Class Absence

(Only include periods that students will miss)

You are excused from (which period or periods) on (date) to conduct an informational interview with an employer. There are certain procedures that must be followed for this to happen. Any teachers whose classes you will miss must be informed, and you must obtain class assignments for the day of the interview. It is up to your individual teachers to decide when the assignments you miss will be due.

This form must be completed with all teacher signatures and turned in to (whom) by the established deadline in order for you to be excused from classes.

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| Student name: | Date and time of informational interview: |
| Period # teacher signature: | Assignment: |
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