

**BLUFFTON EXEMPTED VILLAGE SCHOOL
VACATION REQUEST FORM**

WE WOULD LIKE TO REQUEST VACATION LEAVE FOR OUR SON/DAUGHTER _____ . WE INTEND TO BE ON VACATION FROM DATES: _____ TO _____. WE UNDERSTAND THAT IT IS OUR ***STUDENT'S RESPONSIBILITY TO OBTAIN, COMPLETE AND RETURN ALL WORK WHICH MAY BE ASSIGNED WHILE WE ARE AWAY.*** TESTS ARE TO BE COMPLETED WITHIN A REASONABLE AMOUNT OF TIME UPON RETURN. ***TEACHERS ARE NOT REQUIRED*** TO MAKE EXTENSIVE ASSIGNMENTS OR PURSUE THEIR COMPLETION WHEN STUDENTS GO ON VACATION. VACATIONS WHICH FALL THE LAST WEEK OF ANY SEMESTER MAY NOT BE APPROVED.

PARENTS SIGNATURE: _____

DATE OF REQUEST: _____

OFFICE SIGNATURE: _____

TEACHERS: PLEASE ACKNOWLEDGE THE ABOVE ABSENCE BY CHECKING AND INITIALING BELOW. ASSIGNMENTS MAY BE MADE WHEN FEASIBLE AND AT YOUR DISCRETION. ALTHOUGH A STUDENT IS NOT IN GOOD ACADEMIC STANDING, VACATION LEAVE MAY STILL BE APPROVED BY THE OFFICE.

	<i>IN GOOD STANDING</i>	<i>IN POOR STANDING</i>	<i>TEACHERS COMMENTS</i>	<i>INITIALS</i>
1 ST PERIOD				
2 ND PERIOD				
3 RD PERIOD				
4 TH PERIOD				
5 TH PERIOD				
6 TH PERIOD				
7 TH PERIOD				
8 TH PERIOD				