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# Excused Absence Request

## Educational College Tour



*Attn: School Attendance Official*

*The below student is requesting an excused absence in order to attend a college tour, as part of their educational aspirations. The organized tour has been arranged in conjunction with the student's interest and intended field of study. Should you have any questions, you may contact the parent/guardian (listed below).*

***Name of Student/School:***

***Homeroom/First Period Teacher:***

***Name of University(ies) for Tour:***

***Dates of Tour:***                      ***Date(s) of Excused Absence:***

***Name of Principal:***

***Parent/Guardian's Name/E-mail/Phone:***

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***College Tour Coordinator: Ms. Sabrina Crowder, Arrow Collegiate Tours***