

### Prior Approval Form for Finals

Early release and late arrival is available during finals week for students in grades 9-12 under the following parameters:

- The student may have early release or late arrival for periods that they do not have a final.
- The student must be in good academic and behavioral standing. Academically the student must not have below a "C" in any class.
- The student will be responsible for signing in, in the office when they get here and signing out in the office when they leave.
- The student must hand in the prior approval form by Tuesday, January 17th at 8:00am.

Period	Final Date and Time	Class	Grade	Teacher Initial- if in good standing
1	Wednesday, January 18 <sup>th</sup> 8:00-10:00			
Advisory/Lunch	Wednesday, January 18 <sup>th</sup> 10:05-12:05			
7	Wednesday, January 18 <sup>th</sup> 1:10-3:09			
2	Thursday, January 19 <sup>th</sup> 8:00-10:00			
4	Thursday, January 19 <sup>th</sup> 10:05-12:05			
LUNCH	Thursday, January 19 <sup>th</sup> 12:05-1:05			
6	Thursday, January 19 <sup>th</sup> 1:10-3:10			
Advisory/ TEST MAKE-UP	Friday, January 20 <sup>th</sup> 8:00-10:00			
3	Friday, January 20 <sup>th</sup> 10:05-12:05			
LUNCH	Friday, January 20 <sup>th</sup> 12:05-1:05			
5	Friday, January 20 <sup>th</sup> 1:10-3:10			

Period(s) that student will not be at school: \_\_\_\_\_

I understand the parameters of early release and late arrival during finals week. I give permission for my student to have early release or late arrival in the above listed periods.

\_\_\_\_\_  
Parent Name- Printed

\_\_\_\_\_  
Parent Signature

\_\_\_\_\_  
Date

I understand the parameters of early release and late arrival during finals week. I understand that I am not excused for hours that a final is being given.

\_\_\_\_\_  
Student Name- Printed

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

***Please hand in all forms to the front office. Thanks.***