

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 16 at 8:00 am.

Period	Final Date and Time	Class	Grade	Teacher Initial- if in good standing
1	Wednesday, January 17 8:00-10:00			
7	Wednesday, January 17 10:10-12:10			
LUNCH	Wednesday, January 17 12:10-1:05			
Advisory/Test Make-Up	Wednesday, January 17 1:10-3:09	N/A	N/A	N/A
2	Thursday, January 18 8:00-10:00			
4	Thursday, January 18 10:10-12:10			
LUNCH	Thursday, January 18 12:10-1:05			
6	Thursday, January 18 1:10-3:09			
Advisory/Test Make-Up	Friday, January 19 8:00-10:00	N/A	N/A	N/A
3	Friday, January 19 10:10-12:10			
LUNCH	Friday, January 19 12:10-1:05			
5	Friday, January 19 1:10-3:09			

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.