



Permission for Assessment Absence

To be completed by the student.

Students must request permission if they are to miss an assessment for any reason other than illness. Requests must be made via this form no less than 2 days before the assessment.

Student's Name:	
Unit of Study:	
Title of Assessment:	
Teacher:	

Reason for request:

Approved

Signed by Teacher:		/ /
Signed by VCE Coordinator:		

OR

Denied

Reason:

Signed by Teacher:		/ /
Signed by VCE Coordinator:		

THIS FORM WILL BE RETAINED BY THE TEACHER - THE STUDENT IS ENCOURAGED TO KEEP A COPY