



Where young people grow and thrive

PRISHTINA HIGH SCHOOL

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University Absence Form:

As a high school student at PHS you are allowed a certain number of *excused* school trip related absences each school year. Please see the PHS handbook for more information. You can use these absences for college visits, job shadowing, college testing, and/or college registration. **Please complete this form and turn it into the school Guidance Counselor before the date you plan to be gone.** This form allows you to get an excused absence.

Name: _____ Grade: _____

Date of Absence(s): _____

Reason for Absence:

- College Visit
- Job Shadowing
- College Testing
- College Registration
- Other (must be approved by principal): _____

Signature of Student:

Signature of Parent:

Signature of Principal:

Signature of Guidance Counselor:

You must also complete the Corresponding Form to receive the excused absence as a University Related Absence.

You may get this form from Mrs. Gashi only after filling out and returning this form.