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## **Permission for Assessment Absence**

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 Coordinate	or:	
Denied		
Reason:		
Signed by Teacher:		/ /
Signed by VCE Coordinate	or:	

THIS FORM WILL BE RETAINED BY THE TEACHER AND A COPY GIVEN TO THE VCE COORDINATOR