



Date \_\_\_\_\_

Principal  
Waterloo School

Dear Mrs Su'a

**STUDENT ABSENCE REQUEST**

I/We would like to request permission for

Student's Name: \_\_\_\_\_ of Room: \_\_\_\_\_

to be absent from: \_\_\_\_\_ to \_\_\_\_\_  
(first day) (last day)

Reason:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Thank you

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Phone: \_\_\_\_\_

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Waterloo School

**STUDENT ABSENCE REQUEST**

Re \_\_\_\_\_ of Room \_\_\_\_\_

Thank you for your letter of \_\_\_\_\_.

Your application has been approved.

Suzanne Su'a  
Principal