

Make-up hour information:

Student may attend any Saturday detention every Saturday except before a holiday at EHS in the commons from 8 A.M-12 noon

Student may go to a pre approved community service agency (complete the log sheet and provide a letter from the agency, prior approval must be given by your principal for the agency you select)

Make-up hours are due to your principal by Monday, May 23, 2011 at 2:30.

Extensions will only be granted to students who have completed the majority of their hours on their log sheet (agency was approved by principal with letter documentation of service to-date).

If you have no hours on the log sheet you will not be granted an extension and will have to retake any classes that were denied credit.

Senior must have hours made up before exams no exceptions

Committee chair for make-up hours is Ms. Woodworth, Assistant Principal.

If you have questions about make-up hours or denial of credit, petitions please call:

A-C	Ms. Oliver 281-634-2604 or Ms. Carroll
D-Jor	Ms. Oliver 281-634-2604 or Mr. Smith
Jos-Rag	Ms. Murphy 281-634-2617 or Mr. Gloster
Rah-Z	Ms. Murphy 281-634-2617 or Ms. Woodworth

FORT BEND INDEPENDENT SCHOOL DISTRICT
ABSENCE PETITION

COMPLETE THIS FORM AND SUBMIT IT TO THE BUILDING PRINCIPAL FOR CONSIDERATION BY THE CAMPUS ATTENDANCE COMMITTEE. ALL PETITIONS MUST BE FILED WITH THE PRINCIPAL NO LATER THAN 15 DAYS AFTER THE LAST DAY OF THE SEMESTER IN WHICH THE ABSENCES OCCURRED. *

Campus: _____
 Student: _____ Grade: _____
 Parent/Guardian: _____
 Address: _____
 Home Phone: _____ Business: _____

Dates of Absences To Be Considered As Due To Extenuating Circumstances And Reasons For Absences (Attach any pertinent documentation you might have regarding the days missed):

1. Date(s): _____
 Reasons: _____

Committee Findings: _____

Disposition: _____

Date of Review: _____
 Committee Members: _____

 (Principal)

 (Committee Members)

7/92

(Original - Parent) (Yellow - Attendance Office) (Pink - Student File)

* Action of the committee will be indicated on this form and returned to you at the above address.

Name _____

MAKE UP HOURS

SIGNATURE

NUMBER
OF HOURS

DATE

1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____
11.	_____	_____
12.	_____	_____
13.	_____	_____
14.	_____	_____
15.	_____	_____
16.	_____	_____
17.	_____	_____
18.	_____	_____

COMMUNITY SERVICE AGENCIES

Students can make up attendance hours by completing community service hours. Students will need to obtain a signed letter (on agency letterhead) which includes the number of hours completed as well as contact names and phone numbers so that the hours can be verified. Hours used for make up attendance cannot and will not be counted for YES or any club or honor society requirement. Be sure to ask your assistant principal if you have any questions regarding this process.

1. Tri City Resale Shop

M,T,Th,F - 10-4 Wed - 10-7 Sat. - 10-6
www.humanneeds.org (281) 499-8833

2. Keep Sugar Land Beautiful

www.kslb.org (281) 313-5752

3. American Red Cross

www.houstonredcross.org (713) 526-8300

4. Fort Bend Family Health

(281) 342-4530

5. Literacy Foundation

(281) 240-8181

6. Ronald McDonald House

(713) 797-0411

7. Second Mile Mission

www.secondmile.org (281) 261-9199