**Teacher Permission Form for Class Absence** (Only include periods that students will miss)

You are excused from (part of day or full day) of school to participate in a workplace tour at (name of employer). There are certain procedures that must be followed for this to happen. All teachers whose classes you will miss must be informed, and you must obtain all assignments for the day of the tour. It is up to your individual teachers to decide when the assignments you miss will be due.

**This form must be completed with all teacher signatures and turned in to (whom) by the established deadline in order for** **you to be excused from classes and permitted to go on the workplace tour.**

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| Student name: | Date of workplace tour: |
| Period 1 teacher signature: | Assignment: |
| Period 2 teacher signature: | Assignment: |
| Period 3 teacher signature: | Assignment: |
| Period 4 teacher signature: | Assignment: |
| Period 5 teacher signature: | Assignment: |
| Period 6 teacher signature: | Assignment: |
| Period 7 teacher signature: | Assignment: |