Mater Academy Middle/High School
A Miami-Dade County Public Charter School
7901 N.W. 103rd Street Hialeah Gardens, FL 33016
Phone: (305) 828-1886 Fax: (305) 828-6175
http://materacademyhigh.dadeschools.net

Absence Notification Form (ANF)

Directions for Parents: Please complete the Absence Notification Form within 3 days of the student's return to school to help school officials determine the excused/unexcused status of the absence(s). Students will receive a class admit the following morning certifying the status. Please keep the admits for your records. The Attendance Review Committee (ARC) may request it during a "No Grade Appeal" if a student has accumulated 5 or more absences in a semester course or 10 or more absences in an annual course. Attach any necessary documentation to this form. Five or more consecutive absences require a doctor's note or other documentation. In an effort to standardize attendance procedures to review school absences, no other letters/forms will be accepted.

Student's Name: _____ ID#: _____
Last First

Date(s) of absence(s):_____

Parent's Signature: _____ Print Name: _____

Reason for absence(s) (Use the back of this form if necessary):