



KAMEHAMEHA SCHOOLS®
HAWAII

High School
School Leave Eligibility Form

Completed forms should be submitted to Mrs. Kalaniopio 10 school days prior to leave.

Absence requests that exceed three (3) days will result in the additional days being marked as unexcused.
Please refer to the Student and Parent Handbook for information on the academic
consequences associated with unexcused absences.

Student: _____

Grade: _____

Kūkoa Kumū: _____

Request Leave From: _____ to _____

Total # of School Days Missed: _____

Purpose: _____

For college visits - please note that supporting documentation is required to validate the college-related absence.

Nā Kumū: Please initial next to your respective class to indicate notification of the
student's upcoming absence for this trip.

_____ Period 1

_____ Period 2

_____ Period 3

_____ Period 4

_____ Period 5

_____ Period 6

_____ Period 7

_____ Kūkoa

Please note any concerns you may have regarding the student's upcoming absence:

Administrator's Signature: _____

Date: _____

_____ Approved

_____ Denied

FOR OFFICE USE:

Date(s) excused: _____

Date(s) unexcused: _____