



WESTGATE CVI

EXAM CONFLICT AND APPROVED ABSENCE FORM

Student Name:	Home Room Teacher:
Date(s) of Absence:	
Reason for absence/conflict:	

Complete the form and return to Mrs. Charlton by Wednesday, January 13, 2016.

ENTER YOUR EXAM IN CONFLICT				EXAM ACCOMMODATION (ADMIN USE ONLY)			
Exam Date	Course Code	Teacher	Period	New Date	Time	Room #	Comments

Signature of Parent (if under 18)

Date

Signature of Administrator

Date