

IBST Student Absence Report Form (Student's Copy, please keep it as your reference.)

Print English Name		Class		Parent or Guardian's Signature				
Reason for Absence	<input type="checkbox"/> Health <input type="checkbox"/> Personal			Homeroom Teacher's Signature				
Period of Absence	From			To			Disciplinarian's Signature	
	Month	Day	Period	Month	Day	Period		
Total Absent Periods				Over 3 day absence needs Doctor's verification & Dean's approval				

IBST Student Absence Report Form (Homeroom Teacher's Copy)

Print English Name		Class		Parent or Guardian's Signature				
Reason for Absence	<input type="checkbox"/> Health <input type="checkbox"/> Personal			Homeroom Teacher's Signature				
Period of Absence	From			To			Disciplinarian's Signature	
	Month	Day	Period	Month	Day	Period		
Total Absent Periods				Over 3 day absence needs Doctor's verification & Dean's approval				

IBST Student Absence Report Form (Office Copy)

Print English Name		Class		Parent or Guardian's Signature				
Reason for Absence	<input type="checkbox"/> Health <input type="checkbox"/> Personal			Homeroom Teacher's Signature				
Period of Absence	From			To			Disciplinarian's Signature	
	Month	Day	Period	Month	Day	Period		
Total Absent Periods				Over 3 day absence needs Doctor's verification & Dean's approval				

Write a parent's note on the reverse side if necessary. (家長說明可寫在背面)