APPLICATION FOR HOLIDAYS DURING TERM
TO BE SUBMITTED TO THE COLLEGE PRINCIPAL

Students enjoy more than 12 weeks holidays each year and therefore we do not encourage students to miss school unless there are extraordinary circumstances. We also acknowledge that there are occasions when family circumstances prevent attendance. VCE students are subject to regulations set by the VCAA regarding attendance for satisfactory completion of Units of Study. These considerations must be taken into account when arranging holidays.

STUDENT/S:
______________________ Yr Level _______ Home Group _______
______________________ Yr Level _______ Home Group _______
______________________ Yr Level _______ Home Group _______
______________________ Yr Level _______ Home Group _______

I/We request permission for the students listed above to be absent from school for the following period:
Dates Absent: _______________________ to ______________________ (inclusive)

REASON FOR ABSENCE:
Please note, if travelling interstate or overseas please indicate destination.
___________________________________________________________________________________
___________________________________________________________________________________
___________________________________________________________________________________
___________________________________________________________________________________
___________________________________________________________________________________

Parent/Guardian Name:___________________________________________________________
Parent/Guardian Signature:_______________________________________________________
Date:________________________

For Office Use Only:

APPROVED □ NOT APPROVED □