

Name: _____

Date: _____

Missing Assignment

I did not complete _____ for
the following reason(s):

This is my _____ late assignment this quarter.

I understand that I am REQUIRED to turn this assignment in and WILL do so. My teacher understands that on rare occasions there are real life reasons that may cause me to turn in a late assignment. However, chronic missing/late work is not allowed. If this continues I will meet with my teachers and parents to come up with an action plan for improvement.

Student Signature: _____

Teacher Signature: _____

Parent Signature: _____

