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**Exception Request Card**

Complete the table below. Turn it into your LSA professor. They will determine if modifications are necessary and then you can proceed with signatures.

|  |  |  |
| --- | --- | --- |
| Course | AM or PM | |
| Name |  | |
| Exception Request | Request to **Leave Early** @ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Request to **Arrive Late** @ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Days/Week \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | |
| Duration | From (date): | Until (date): |

**€ Requires modifications (below) € Approved: No modifications required**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Signatures**

|  |  |
| --- | --- |
| Parent | Date |
| Coach/ Faculty Sponsor | Date |
| LSA Professor | Date |
| LSA Director | Date |