Attendance Recovery Form

In order to participate in this program students must meet the following criteria:
- ➢ Must have accumulated 11 absences or more in a class to recover time
- ➢ Must make satisfactory academic progress in all make up work.

Student's Name_____

Student's ID #_____

Recovery Course (one form per course)_____

Teacher's Name _____

Days to Recover_____
Parameters of the program are as follows:
- ➢ Students absent 11 or more times from a class will receive a grade of "F" unless the Attendance Committee grants their appeal.
- ➢ Students with 11 or more absences must appeal to the Attendance Committee with appropriate documentation (Student Attendance Recovery Form and/ or Year Appeal form for Eleven or More Absences) to request credit for the course(s) in which the absence(s) occurred. Each day must be recovered over 11 absences.
- ➢ Recovery is not to be done during the normal instructional day but may be done through tutorials, core academy or with the instructor.
- ➢ Students must engage in meaningful academic work far beyond mere seat time. Students who opt to use tutorials for recovery are responsible for obtaining academic work from the instructor of the course they are doing recovery for. Students in core academy must make-up missed work as directed by the instructor for the recovery course outside of core academy; however time for recovery can be logged.
- ➢ Make-up sessions of 95 minutes are required to recover one class period.
- ➢ Students must keep a log of recovery dates/times/ and Instructor signatures

Recovery Date/Time/Signature

Recovery Date	Time	Signature

Turn this form into the main office before January 13th