

ABSENCE MAKE-UP TUTORING FORM

Student Name: _____

High School: _____ Grade: _____

I will be absent on _____ for _____
(Date) (Reason: Be Specific)

Parent Signature _____

Missed work will be made up by _____
(Date)

The Upward Bound Program is required to provide documentation of the participant's tutorial/ study time. Participants from your high school who are unable to attend the after school tutorial session can use study hall time for this purpose. Please verify the student's study time by signing this form. Thank you for your assistance.

DATE	SUBJECTS	HOURS / MINUTES	INSTRUCTOR SIGNATURE

Comments: _____

I understand that I am responsible for making up any missed tutoring sessions. I may make up the session through Study Hall, extra time with an instructor, or the optional tutoring time established by Upward Bound. I understand that time needs to be made up before the end of the month or my stipend will be affected.

Student Signature: _____ Date: _____