

**Argyle School District**  
**Job Shadow**  
**PRE-EXCUSED FORM**

Process:

1. Student makes appointment for job shadow with the particular place of employment.
2. Student makes appointment with school counselor to discuss visit.
3. School counselor will give the student this form to finish completion.
4. Completed form should go to the high school secretary for attendance to be excused. This form is required for excused job shadow absence.

Student: \_\_\_\_\_ Grade: \_\_\_\_\_

Date(s) Absent: \_\_\_\_\_

Time Leaving/Returning: \_\_\_\_\_

Job Shadow Location:

\_\_\_\_\_

Person you are shadowing with:

\_\_\_\_\_

School Counselor Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Approval: \_\_\_\_\_ Date: \_\_\_\_\_

(Must have Parent Signature before absence. Parents do not have to call in when signing a pre-excused form)

Date form was returned to the main office: \_\_\_\_\_(office use only)