



# CAVENDISH ROAD

State High School

*Ad sine pulvere, nil procer optima.*

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DETE (Department of Education and Training) CRICOS No 00608A

## Years 11 & 12 Missed Exam Form due to School Approved Absence

Please refer to Cavendish Road State High School's Assessment Policy

How to use this form:

<p><b>Step 1</b> Save this file to your computer and open using Adobe Acrobat. *Note: Do not fill in the form using your browser. It must be filled in using Adobe Acrobat. <b>Complete a new form for each subject.</b></p>	<p><b>Step 2</b> Fill in the form and attach it along with documentary evidence and email to the Faculty Head of Department and your teacher.</p>	<p><b>Step 3</b> Alternatively, you can submit your application in person by printing your completed form and deliver it along with any supporting documentation to the Faculty Head of Department.</p>
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### Student Details

Surname:

First Name:

Year:

Subject:

Teacher:

Exam Date:

Details:

Documentary Evidence Attached:

For instance, an email from the activity organiser

Parent Name:

Parent Email:

HOD Use Only

Completed by:

Details:

Form emailed to student and parent

OneSchool contact uploaded

