



International Student Commitment to Attend

Any student who holds an I-20 is required to be in attendance as defined by Balboa School (8 CFR 214.2(f)(6)(i)). Enrolling at Balboa School means you agree to attend school regularly, attend all classes and arrive to school on time. Enrolling at Balboa School means you agree to follow Balboa School's attendance policy as defined in the Balboa School Parent & Student Handbook. It is as follows:

1. A parent/guardian must call the school and notify the Administrative Office by 8:15 a.m. if their student is going to be absent from school on a given day. A student may be excused from school when the absence is due to personal illness or injury, medical, dental, optometric, or chiropractic services rendered, attendance at funeral services for a member of the immediate family, exclusion for failure to present evidence of immunization, exclusion from school because student is the carrier of a contagious disease or pre-approved sporting competition. Any student who is absent in excess of 5 consecutive days for the above reasons will need to provide a medical/legal note.
2. If an absence is not excused by a parent or guardian within 24 hours, the student will be considered unexcused.
3. All planned absences in excess of 5 consecutive days for any reason not listed above (including vacation) must be approved by the administration at least 2 weeks prior to the planned absence. Contract of Independent Study (CIS) forms are available in the Administrative Office for this purpose.
4. Any student who exceeds 10 absences (excused or unexcused) in any given class in a semester or 5 unexcused will be referred for Administrative Review, which could result in:
 - Academic probation
 - 30-day Notice
 - Involuntary withdrawal from school and/or terminated I20 for failing to maintain a full course of study
5. Any student who is absent in excess of 12 days in a class per semester will not receive credit for that course.
6. Assignments missed during unexcused absences may not be made-up.

PARENT/GUARDIAN AND STUDENT MUST COMPLETE THE FOLLOWING:

As parent/guardian of (student name) _____, I, (parent/guardian name) _____, understand the above. I understand that regular attendance at Balboa School is required in order for my child to be a student at Balboa School and necessary for academic success. I agree to:

1. Be responsible for making sure that he/she attends school on a regular basis.
2. Ensure that he/she arrives at school in a timely manner.
3. Provide Balboa School with the appropriate documentation for absences or call the school office.
4. Accept and uphold the penalties if he/she violates Balboa School's attendance policy.

Student Name: _____

Student Signature: _____

Date: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

Date: _____