



Mariner High School Credit Appeal

Semester: _____ Year: _____

Student Name: _____ Grade: _____

Student's Signature: _____

Parent/Guardian Name: _____ Daytime Phone: _____

Parent/Guardian Signature: _____ Date: _____

Instructions for completing attendance appeal are as follows:

1. Appeals will be accepted within 30 school days after the end of the semester being appealed.
2. Complete all sections of the form.
3. **Include documentation for all absences (medical notes, diagnosis information)**
4. Submit completed form to your assigned Assistant Principal.

Decisions regarding credit appeals may not be made until semester grades are posted and attendance is reviewed; this may be approximately 2 weeks after the stated deadline—regardless of the date the appeal was submitted.

Please note:

District policy states that:

- * Students with unexcused absences or trancies are not eligible to appeal for credit. It is the responsibility of the student to obtain a copy of their attendance record and clarify any attendance discrepancies with their teachers) prior to appealing for credit.
- * Student can only appeal one time each semester: you cannot add another class to your appeal.
- * Students with 504/IEP attendance accommodations must excuse their absences in keeping with attendance policies.

1. I wish to have my credit returned in the following courses:

1st period Course Name: _____

2nd period Course Name: _____

3rd period Course Name: _____

4th period Course Name: _____

5th period Course Name: _____

6th period Course Name: _____

2. Explain why you exceeded the limit of 12 absences.

Approved: Date: _____

Signature: _____

Denied: Date: _____

Signature: _____

Contract: *attached*

White: Student/Parent Copy Yellow: Registrar Pink: Administration