



请假单

Request Form for Absence

学生姓名 Student's name: _____ 班级 Student's name: _____

本次需请假天数 Number of days requested: _____

本次请假日期 Dates: 从 from _____ 至 to _____

请假原因 Please specify reason for absence:

家长签名 Parent's Signature: _____

班主任签名 Class teacher's signature: _____

校长/主任签名 Principal's/Head's Signature: _____

批准 Authorized absence

不批准 Unauthorized absence

申请日期 Date of issue: _____