The NSW Minister for Education permits Principals to record students as ‘Exempt’ from attendance at school only if it is in their best interest. If an exemption is granted parents are provided with a certificate as evidence that the absence is authorised. If parents remove students from school without an exemption it is recorded as ‘Absent’.

Applicant
Name: _________________________________________ Relationship to Student/s: _________________________________________

Student Details

<table>
<thead>
<tr>
<th>Family Name</th>
<th>Given Name(s)</th>
<th>Full Days</th>
<th>Half Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>Student 1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Student 2</td>
<td></td>
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<td></td>
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<tr>
<td>Student 3</td>
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<tr>
<td>Student 4</td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Student 5</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Period of Absence
Date of exemption applied for: _____ / _____ / ____ to: _____ / _____ / ____
Number of school days: _______

Reason for Application (please tick ✔ as applicable):

- Exceptional domestic circumstances (including holidays) where the activity is in the child’s best educational interest (where travel exceeds 20 school days copies of travel documentation should be included);
- Other exceptional circumstances (including hospitalisation or other health reasons);
- The College or a medical professional have given a directive relating to a communicable disease; or
- Alternative 1-2 day activity (including participation in entertainment industry or elite sports).

Please provide more detail about the reason for the application:
____________________________________________________________________________________________________________________________
____________________________________________________________________________________________________________________________
____________________________________________________________________________________________________________________________

I hereby apply for a Certificate of Exemption from Attendance at School for the children listed, under the Education Act 1990. I understand that if the exemption is granted:
- I am responsible for each child’s supervision during the period of exemption;
- the exemption may be subject to certain conditions and that will be listed on the Certificate;
- the exemption is limited to the period indicated; and
- the exemption may be cancelled at any time.

I declare that the information provided in this application is to the best of my knowledge and belief accurate and complete. I recognise that should statements in this application later prove to be false or misleading any decision made as a result of this application may be reversed. I further recognise that a failure to comply with any condition set out in the Certificate of Exemption from Attendance at School may result in the exemption being revoked.

Signature of applicant: ___________________________ Date: _____ / _____ / _____