

Notification of Excessive Absences

To _____:
(student's name)

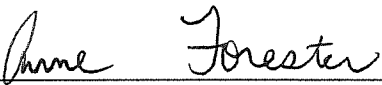
This letter is to inform you that you have _____ absences as of _____
(number of absences) (date)

for _____. Please note the box checked which indicates the
(class name, level, section, item #)

action at this time:

- 5** absences: This is your warning notice. You cannot be absent again this quarter.
- 10** absences: You will receive a failing grade in this class, but you must continue attending with no further absences to avoid being suspended from NSC.
- 15** absences: Your I-20 is terminated and you are suspended from NSC for 1 year.

(teacher's signature)



Anne Forester,
Intensive English Program Associate Dean

I _____ have read the notification and understand the
(student's name)

consequences of my absences.

(student's signature)

(date)