



**Pittsburgh CAPA 6-12  
A Creative And Performing  
Arts Magnet**

**Melissa Pearlman, Principal**

Gary Pinizzotto  
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Phone: 412-529-6101  
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[www.pghschools.org/CAPA](http://www.pghschools.org/CAPA)

Parent Hotline:  
412-529-HELP (4357)  
[www.pghschools.org](http://www.pghschools.org)

Para asistencia con este documento  
en español, por favor llame a la línea nueve al  
412-529-6463 y seleccione la opción #1.

यो दस्तावेज सम्बन्धी सहयोगको निम्ती कृपया नाइन लाइन नम्बर  
(४१२)५२९-६४६३ मा फोन गरी अंक # २ चुन्नु होला।

Kwa msaada kwa nyaraka(document) hii  
katika Swahili , tafadhali piga mstari wa tisa  
412-529-6463 kisha chaguwe uchaguzi la #3.

如需获得本文件的中文帮助，请拨打电话  
412-529-6463 致电九号线，并选择选项 #4

حصول على المساعدة باللغة العربية ، اضغطوا على #5

Чтобы получить помощь по этому документу  
на русском языке, пожалуйста позвоните на  
Девятую Линию 412-529-6463 и нажмите #8.

Pittsburgh Public Schools (PPS)  
does not discriminate on the basis of  
race, color, national origin, sex, disability or  
age in its programs, activities or employment  
and provides equal access to the Boy  
Scouts and other designated youth groups.  
Inquiries may be directed to the Assistant  
Superintendent for Student Services, Title IX  
Coordinator or the Section 504/ADA Title II  
Coordinator at 341 S. Bellefield Avenue,  
Pittsburgh, PA 15213, 412-529-3950,  
TitleIXCoordinator@pghschools.org  
or 412-529-HELP (4357).

## Request for Approved Absence

**DIRECTIONS FOR STUDENTS:** Please complete the following information and submit to the main office **ONE WEEK PRIOR** to the first day of absence. Absences should be avoided during major exams/events, including but not limited to: semester exams, unit assessments, quarterly assessments, juries, performances, state assessments, AP Exams, etc.

<b>STUDENT NAME</b>	
<b>Grade and Homeroom</b>	
<b>Major</b>	
<b>Date(s) of upcoming absence</b> (indicate Day 1 or 2 for high school students)	
<b>Date student will be returning to school</b> (indicate Day 1 or 2 for high school students)	

**REASON FOR ABSENCE (please check one of the following):**

Arts Related  Family Obligation  College Visit  Medical Absence   
Religious  Other

*Please attach any official correspondence to substantiate your absence request (doctor's note, letter from university, etc.).*

**BRIEFLY DESCRIBE THE NATURE OF THE ABSENCE:**

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Parent Signature

Phone Number

Date

*It is the responsibility of the student to obtain schoolwork in advance prior to any approved extended absence and to complete that work within one week of the student's date of return.*

Student Signature

Date

**(Over)**

