

Dear Principal Niggli:

I am writing to inform you that I, _____, **(print parent/guardian name)** of _____ **[Student's Name]**, am granting permission for my child to leave school early on **May 31, 2024; June 3, 2024; June 4, 2024, and June 5, 2024** after senior activities have concluded. Attendance will be taken at each senior class event each day.

I understand that for my student to be dismissed early, he/she **must** be on track to graduate on June 8, 2024. My student must have cleared all excessive absences (No NGs), met all graduation coursework requirements (No Credit Recovery), and completed STAAR graduation requirements. He/She must have completed assigned English and/or Math Texas College Bridge courses and taken the TSI for that area(s) that they were assigned. They must also have met any additional requirements or trainings including CPR; PO; FAFSA, etc.

Please let me know if there are any additional steps, I need to take to facilitate this process. If there are any concerns or further information is required, feel free to contact me at _____ **[your phone number]** or **email** at _____.

Thank you for your understanding.

Sincerely,

Parent of _____