

**Arkansas Early College High School  
Make-up Assignment Slip**

*The purpose of this form is to document the need to make-up a missed AECHS assignment. The form is only necessary when a student has missed a major assignment or test. Please fax this form **along with any relevant documentation** to 870.367.8179 to attention: AECHS Coordinator.*

**Student Name:** \_\_\_\_\_

**School District:** \_\_\_\_\_

**Date(s) of absences:** \_\_\_\_\_

**Reason for absence:** \_\_\_\_\_

**Date Assignment was due or test was given:** \_\_\_\_\_

**Describe assignment missed:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Course Name:** \_\_\_\_\_

**AECHS Instructor:** \_\_\_\_\_

**Class Period:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Principal or Designee Signature:** \_\_\_\_\_

*\*Principal can appoint another person at the local level to be responsible.*

**Email address to confirm approval:** \_\_\_\_\_

*\*\*In some cases, such as a pop quiz, where an instructor does not give 0's and the student is not penalized for missing the quiz, this form is not necessary. This form is only necessary in cases of major assignments or exams.*