

**JENNIFER PHOSTOLE**  
*Principal*

**EAST RIDGE MIDDLE SCHOOL**



Assistant Principal:  
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## **EXTRAORDINARY EDUCATIONAL EXPERIENCE REQUEST FORM**

Pursuant to guidelines from the Connecticut Department of Education, the Ridgefield Public Schools will consider certain extraordinary educational experiences to be excused absences.

In order for an experience to qualify as an extraordinary educational experience, the opportunity must be educational in nature and must have a learning objective specifically related to the student's coursework or plan of study. It is important to note that not all memorable and/or life experiences are considered extraordinary educational experiences for the purpose of an excused absence. Family vacations do not qualify. In order to qualify, the experience must be an opportunity not ordinarily available to the student. The experience must be grade and developmentally appropriate and the content of the experience must be highly relevant to the individual student. Whether an experience fits the requirements of an extraordinary educational experience for the purpose of an excused absence is a determination within the discretion of the building principal.

To request consideration of an experience as an extraordinary educational experience, the following form must be filled out by the student, signed by the parent and student, and returned at least ten (10) school days in advance of the date of the opportunity. Please note that approval is not assured. Approvals are awarded on a case-by-case basis and are based on a number of factors. An experience approved for one student does not guarantee that it will be approved for others.

- This application must be submitted to the building principal in writing prior to the opportunity, but no later than ten (10) school days prior to the opportunity except in exceptional circumstances at the discretion of the building administrator.
- Attach a detailed description of the Extraordinary Educational Opportunity, including how it directly connects to the student's current curriculum. This description **MUST** be completed by the **STUDENT**. All supporting documentation must be included.
- If approved, after the completion of the opportunity, the student will be required to meet with an academic team and give a 7-10 minute presentation about their experience, including how it connects to their curriculum.
- Any absences during the period of the Extraordinary Educational Experience that falls within the nine absences allowed by the state will be counted as part of those nine absences. Any remaining approved absences beyond the state-allowed nine will be excused. The state guidelines are listed [here](#).

Name of Student: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Title of Educational Opportunity: \_\_\_\_\_

Dates and total number of days of planned absence: \_\_\_\_\_

Signature of Parent: \_\_\_\_\_ Print Name: \_\_\_\_\_

Signature of Student: \_\_\_\_\_ Print Name: \_\_\_\_\_

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For Office Use Only. Received by \_\_\_\_\_ on \_\_\_\_\_ Approved? Yes/ No by  
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