



MARIST COLLEGE KOGARAH

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Application for Extended Leave - Travel Form A.1 (Leave from 1 day – 100 days inclusive)

From the beginning of 2015, family holidays and travel are no longer considered under the *Exemption from School-Procedures*. Travel outside of vacation period is now counted as an absence for statistical purposes.

NOTE: This form is to be completed by the Student’s Parent/Caregiver and returned to the Principal. **Separate applications MUST be completed for each student.**

STUDENT DETAILS

Please complete table below regarding student details and the associated period of travel:

NOTE: To enable processing of application, relevant travel documentation such as an e-ticket or itinerary **MUST be attached to this application.** (In the case of non-flight travel within Australia, a separate attachment containing detailed travel arrangements must also be provided.)

Surname	First Name	DOB	Age	Year	Student Code*
		/ /			

(* School to provide)

Student Address		Postcode	
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Leave Start Date		Leave End Date	
Number of School Days Absent			
Reason for Travel (Including why this travel is occurring during school time)			

DETAILS OF PRIOR EXEMPTIONS / EXTENDED LEAVE – TRAVEL *

(* Only to be completed if an application for extended leave has been made within the calendar year.)

Leave Start Date		Leave End Date	
Number of School Days Absent			

Certificate of Exemption/Extended Leave-Travel attached (Please tick): Yes No

