

## JUSTIFICACIÓN FALTAS ASISTENCIA

### JUSTIFICATION OF ABSENCE

(on the dotted line, write the name of the mother or father in Spanish)

..... (padre/madre/tutor),

father/mother/tutor: (on the dotted line, write the name of your son/daughter)

.....(alumno)

By way of this letter, I inform you that my son/daughter did not attend classes

.....

**(fecha de la falta)**

for the following reason: (put a cross in front of the reason for the absence)

(motivo):

- Illness /// Enfermedad
- Administrative paperwork /// Gestión administrativa
- Trip /// Viaje
- Other /// Otros

I enclose a doctor's note or other justification: Yes:   
(adjunto justificante) (SI)

No:   
(NO)

....., ..... / ..... /20...  
(place) , day / month / year

Signature:

Father/Mother/Tutor