

**REQUEST FOR EDUCATIONAL ENHANCEMENT OPPORTUNITY (EEO) or EXCUSED ABSENCE**

Name: \_\_\_\_\_

Grade Level \_\_\_\_\_ Teacher/s \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Contact Phone # \_\_\_\_\_

Date(s) From \_\_\_\_\_ to \_\_\_\_\_

Number of days \_\_\_\_\_ Date returning to school \_\_\_\_\_

Name of Educational Experience (if event) , Religious holiday or Shadow High School for 8<sup>th</sup> Grader:

Description of Educational Experience and educational value (if event):

Name and Signature of:

\_\_\_\_\_ Date: \_\_\_\_\_  
Student

\_\_\_\_\_ Date: \_\_\_\_\_  
Parent

**Approved EEO** \_\_\_ Educational Value is established and student is not counted absent and may make up missed school work.

**Approved for Excused Absence** \_\_\_\_\_ Students will be counted absent but may make up missed school work.

\_\_\_\_\_ Date: \_\_\_\_\_  
Principal's Signature

All approved absences allow students to make up missed work. Students are responsible for collecting work from teachers prior to the absence. Excused absences count toward the students' and schools attendance record.

**This form must be submitted to Principal ten (10) days prior to the first date of the absence. A written explanation must be submitted for requests less than 10 days prior to absence.**

**Message from the Commissioner of KDE regarding Educational Enhancement Opportunity (EHO) Days**  
**(3/26/2012)**

As we near the end of the school year, I would like to remind everyone about the intended use of education enhancement opportunity (coded EHO in Infinite Campus) days. In the past, it has come to our attention that in some areas, principals have been approving an unusually large number of requests for students to take EHO days.

EHO days, authorized by KRS 159.035, allow principals to grant students an excused absence to pursue an **extraordinary** educational opportunity. The expectation is that the activity for which the excuse was granted would provide a **high-quality, educationally relevant** experience that supports the student's in-school program.

In order for a principal to approve an EHO day, the principal must determine that the activity has **significant educational value**. Examples that are provided in the statute are participation in educational foreign exchange programs, or in intensive instructional, experiential or performance programs in English, mathematics, science, social studies, the arts, and foreign language.

While we know that in the past, many principals may not have been aware of the intent of the statute, please be advised that approvals for a significant number of students to be absent on the same day, which also coincides with a local festival or celebration, may well be outside the intent of the EHO legislation.

Please be aware that both the request and approval of the EHO are to occur prior to the student's absence. When the attendance review is conducted the required documentation will be examined to ensure that the request and approval were completed prior to the EHO day being recorded.