

# CCS Athletic Attendance Hardship Request

## **Criteria for submission:**

Appeals should only be submitted in which there was a **“TRUE HARDSHIP”** relating to the student athlete missing more than 13 days during the previous semester. As a general rule, medical documentation should account for at least half of the absences and absences should not be sporadic. Appeals should **NOT** be submitted in which suspensions from school were a major contributing factor in exceeding the attendance limit of 13 days.

## **Items to Submit:**

1. Letter from Principal: explanation of the situation and full support of the appeal.
2. Medical/Supporting Documentation
3. Student’s Academic Transcript
4. Student’s Attendance Profile

## **Submit Hardship Request to:**

Bryan Tyson, CCS Director of Athletics

- Once **ALL** the above items are submitted, the CCS Hardship Committee will convene to discuss and rule on the hardship request. Please use this form as the cover sheet for you appeal.

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## **Hardship Information Submitted For:**

Name of Student: \_\_\_\_\_

Grade Level: \_\_\_\_\_

School: \_\_\_\_\_

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

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## **For Office Use Only:**

Hardship Approved:    YES        NO