



Off Campus Physical Activity (OCPA) School Absence Form

Only middle school or high school students who are currently enrolled in the OCPA program are eligible for OCPA attendance adjustment.

Form must be completed and submitted to the campus Attendance Clerk at least ONE week prior to the event.

Student Information

Student Name: _____	Student ID: _____	Grade: _____
Campus: _____	OCPA Teacher: _____	OCPA Period: _____

Absence Information

Agency: _____	Proof of Event Participation must include: Name & Location of Event Dates & Times of Event Student's name & Results Date submitted Printed name of Agency Coordinator Signature of Agency Coordinator
Event Name: _____	
Event Dates: _____	
* Must return with Proof of Event Participation.*	
Dates absent from school for competition: _____	
* Note: Travel days may not be included.*	

CAMPUS USE ONLY

Attendance Clerk Signature: _____	Received Date: _____
Printed Name: _____	
Assistant Principal Signature: _____	Date: _____
Printed Name: _____	
Attendance Clerks: <i>Per OCPA Guidelines, this absence form should be submitted at least ONE week prior to the absence.</i> <i>Please use Code Z for OCPA absences for competition dates only, <u>not travel dates</u>. Each student is allotted six (6) OCPA absences throughout the school year. Once this limit is reached, the parent will need to contact Mitchell Knauth, Program Specialist, PE & Health, mknaut@neisd.net for consideration of additional OCPA approved absences. Refer the parent to the OCPA Guidelines for requesting Extended OCPA Absences</i> <i>Per the OCPA Guidelines, requests for Extended OCPA absences must be submitted to the Program Specialist, PE & Health for approval at least 2 weeks prior to the event.</i>	
Entry Date: _____	
Accumulated OCPA absences for current school year as of entry date listed above: _____	