District 207
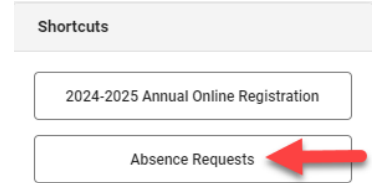# Absence Requests in Campus Parent (en español)   (po polsku)

If a student will be absent from school for one or more days, a parent may submit an absence request through the Campus Parent Portal on their mobile device or computer.

1. Log in to Campus Parent or open the app on your smartphone or table.
2. Click on **Absence Requests in the Shortcuts menu (bottom right on a PC and scroll to bottom on a smartphone)**.
3. Click on the **checkbox** for the student(s) that will be absent. You can select more than one student.
4. Click on the **Excuse** and select **Absence Request**.
5. Click on the **Absence Type** for the student(s) and enter the required information:

Full Day Absence	Arrive Late	Leave Early
Excuse * ABS: Absence Reque... ▼ **Absence Type *** ◉ Full Day Absence ○ Arrive Late ○ Leave Early **First Day *** 08/28/2023 **Last Day *** 08/28/2023 **Comments ***	**Excuse *** ABS: Absence Reque... ▼ **Absence Type *** ○ Full Day Absence ◉ Arrive Late ○ Leave Early **Date *** 08/28/2023 **Arrival Time *** hour:minute AM **Comments ***	**Excuse *** ABS: Absence Reque... ▼ **Absence Type *** ○ Full Day Absence ○ Arrive Late ◉ Leave Early **Date *** 08/28/2023 **Departure Time *** hour:minute AM **Comments ***
• Select **Full Day Absence** if the student will be absent for at least 1 day or more. • Enter the **First Day** and **Last Day** of the student's absence. • Include any details about the student's absence in the **Comments** section. • Click **Submit**.	• Select **Arrive Late** if the student will be arriving after the day has started. • Enter the **Date** and **Arrival Time** of the student's late arrival. • Include any details about the student's absence in the **Comments** section. • Click **Submit**.	• Select **Leave Early** if the student will be leaving before the day has ended. • Enter the **Date** and **Departure Time** of the student's early release. • Include any details about the student's absence in the **Comments** section. • Click **Submit**.

Once the Absence Request has been submitted it will be subject to review and processing by the school's Attendance Office. Parent/Guardians will be contacted directly with any questions regarding a request for absence, arriving late or leaving early. Once the request has been approved, the student's attendance will be updated and parents will receive a notification in their Campus Parent Inbox.

Recent Attendance Updates (2)

08/16/2023 — Parent Authorized — ABSENT EXCUSED
Updated: 08/16/2023 at 3:39 PM

Attendance Office Contact Information
Maine East Attendance Office - 847-692-8321
Maine West Attendance Office - 847-827-7746
Maine South Attendance Office
- Black Team (A-G) 847-692-8213
- Red Team (H-O) 847-692-8216
- White Team (P-Z) 847-692-8204

Shortcuts

2024-2025 Annual Online Registration

Absence Requests