

How to use the College App: Absentees

All absentees, late notices and early pick up notifications must be submitted to the College via the College App.

1
Click on the Absentee button on the Home screen.

2
Fill out all the required fields in the form.

Handy Hint!
You can add attachments such as a Medical Certificate.

Handy Hint!
You can add multiple students in one submission

3
Click the Submit button. You will receive an email notification for your records.

Handy Hint!
If you need to submit a Medical Certificate or other documentation after your child has returned to school, please still submit through the College App using the date your child was absent. This ensures our records are kept accurate.

If you have any questions regarding Absentees, please contact:

Student Services

studentservices@emmanuel.wa.edu.au

If you have any questions regarding the College App, please contact:

Mrs Louise Sheehan

Marketing Officer

Louise.Sheehan@cewa.edu.au

