



REQUEST FOR TARDY/ABSENCE FORM

Please fill this form out completely, with all of the requested information. Submit this form to the Band Director. This form **MUST** be submitted as far in advance from the actual date of the tardy/absence as possible and will not be accepted after the tardy/absence has taken place. **PLEASE ATTACH A PHOTOCOPY OF THE DOCTOR'S EXCUSE NOTE, IF APPLICABLE.**

Student Name (Printed Clearly)

Today's Date

Parent Signature (Required)

Home Phone

Requesting to be: Late Tardy Absent Leave Early

From: Wind Ensemble I Rehearsal Percussion
 Wind Ensemble II Rehearsal Jazz Ensemble
 Pageantry Corps Marching Band/Pageantry Corps

From rehearsal on: _____
(Date)

For the following reasons: (Please use the reverse side if necessary)

****After being submitted, this form will be kept on file in the band office. The Band Director will call the student's parent/guardian if further discussion is necessary. ****