

Request for an Excused Absence

This form must be completed and turned in two weeks in advance of any anticipated absence by a band student (excluding emergencies).

Student's Name _____ **Date:** _____

Date of anticipated absence or tardy: _____

Reason for absence or tardy: _____

*Please be specific! Enough information must be given in order to determine if the absence may or may not be excused.

We understand that the absence is not guaranteed as being excused just by filling out this form. We also understand that it is our responsibility to receive information about possible make-up assignments.

Parent's Signature

Student's Signature

To be filled out by director:

___ EXCUSED

___ UNEXCUSED

Director's Signature

Date