

ABSENCE EXCUSE FORM

Name: _____

Date of Requested Absence: _____

Reason for Requested Absence: Be Specific – Please note the excused/unexcused guidelines in the handbook.

This form is due no later than **August 1** to miss a performance for the school year and 30 days prior to a missed rehearsal.

In the event of an emergency absence, the band office should be called/emailed before the event and this form filled out immediately upon returning. Please attach appropriate documentation with the form (Dr. note, etc.)

Student Signature: _____ Date: _____

Parent/Guardian Signature: _____ Date: _____

Following to be completed by the director:

Excused

Unexcused

Director Signature: _____ Date: _____