



Absence Excuse Form Mother Clelia Morning Star High School

Parents/guardians have three days from when the student returns to school to provide an excuse note for the absence. Failure to submit an excuse note to the office during this time period will result in the absence remaining unexcused which can affect the student's grade and ability to receive credit for make up work.

Today's Date: ____/____/____

Student name: _____
(First and last, please print)

Date(s) of absence: _____

(check appropriate option)

_____ Absent whole day

_____ Check in late

Reason for absence:

_____ Check if documentation is attached.

Parent/Guardian signature _____

Parent/Guardian name _____
(please print)

Contact phone number _____

For office use only:

Filed on-

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