

CMW Band Absence Request Form

(To be completed by Parent/Guardian and Student)

(For Band Director use ONLY)

Arrival Time: _____

Release Time: _____

STUDENT NAME: _____
(Please Print Clearly) First Name Last Name

REQUEST EXCUSE FOR: ABSENCE TARDINESS EARLY LEAVE
(Circle one of the above)

FROM WHICH ACTIVITY: _____

DATE (Month/Day/Year): _____

DATE SUBMITTED: _____

STUDENT SIGNATURE: _____

PARENT SIGNATURE: _____

REASON (Be VERY specific. One-word answers will not be enough):

Tardiness Info

Exact end time of your
practice or conflict

Estimated Arrival Time at
Band Event

This form requires the Parent/Guardian's Signature for validation. This form must be delivered to the **Band Office MAILBOX**. The mere act of submitting this form does NOT guarantee your absence will be excused, please see handbook for valid excused absences. Forms must be turned in at least 2 weeks PRIOR to Absence, Tardiness, or Early Leave. (ie. If you are going to be late for a Friday night football game you MUST turn in a form the Monday directly before the absence.)

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