

Request for Excused Absence or Tardy

This form must be completed and returned 24 hours before a student is to be absent or tardy. In an emergency, the form must be completed within 24 hours after the student returns. Absences and tardies may affect a student's position in the marching show and future band placement(s). Additionally, unexcused tardies and absences will lower the student's academic grade. This request will be reviewed by the JET Band Directors and determined to be excused or unexcused. Remember that completing this form does not guarantee this absence will be designated as excused.

Part 1 – To be completed by student and parent

Printed Student Name _____

This is a request for:

ABSENCE _____ or **TARDY** _____ **ON THIS DATE:** _____

This request is for which type of event:

PERFORMANCE _____ **FULL BAND REHEARSAL** _____ **SECTIONAL** _____

Reason for request: _____

Student Signature

Parent Signature

Part 2 – To be completed by band director

Excused: _____ **Unexcused:** _____ **Date:** _____

Director signature: _____