

Brazoswood Band

Request for Excused Absence, Tardy or Early Dismissal

1. Attendance has a direct effect on your grade.
2. Please do not allow your grade to suffer by failure to turn in this form.
3. Requests for excused absences or early departure should be submitted at least one day in advance.
4. In unpredictable situations such as illness, please call the band office (730 7303) or email (brazoswoodband@comcast.net) with as much notice as possible and follow up with this completed form within three days.

Name: _____ Instrument: _____
Print

Email: _____ Phone: _____

Date(s) of Occurrence: _____

Reason:

_____ Absence

_____ Tardy

_____ Early Departure

Ensemble:

_____ Marching Band

_____ Concert Band

Function:

_____ Marching Rehearsal

_____ Sectional

_____ Performance

_____ Contest

_____ Other (specify)

State why the absence is necessary:

Signed: _____

Date Submitted: _____

For Office Use Only:

Action: Excused _____

Unexcused _____

Director Signature: _____