

# Request for Excused Absence from Required Performance

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Name: \_\_\_\_\_

Ensemble: \_\_\_\_\_

*I request that my absence from the following be excused:*

\_\_\_\_\_ Concert (Date of Concert: \_\_\_\_\_ )

\_\_\_\_\_ Required Performance

Performance: \_\_\_\_\_

Performance Date/Time: \_\_\_\_\_

## Reason for Absence

### IN ADVANCE

\_\_\_\_\_ Pre-planned Out-of-Town Absence  
*Describe Event Below*

*Was this event planned prior to August when the Calendar was published? Y / N*

\_\_\_\_\_ Other  
*Describe*

### LAST-MINUTE / EMERGENCY

\_\_\_\_\_ Unavoidable Emergency  
*Describe Below*

\_\_\_\_\_ Severe Illness  
*Describe Below and attach documentation (Medical Information with date/time)*

\_\_\_\_\_ Other  
*Describe Below*

I understand that I must attach this form to an extra concert report to make up points. I understand that if this is not submitted, my overall content grade will be affected.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent Signature \_\_\_\_\_ Date \_\_\_\_\_