

Request for Excused Absence form Meeting

Student name (first and last, please): _____

Date of meeting to be missed: _____

Reason for absence: (please check one)

I have a doctor/dentist/orthodontist appointment

I tried, but am unable to find transportation

I have a family obligation

I have a game/meet

I will have (or had) an excused absence from school that day

other: (please describe)

Please note: "I didn't know we had a meeting" is not a valid reason. Our meeting schedule was handed out at the beginning of the year, so they should be written in your planner.

To verify, please have an adult sign below (you parent/guardian, coach, the attendance secretary, etc.).

Adult signature: _____

Adult name, printed: _____

Please return this form to Ms. Russell in room 223 or via her mailbox as soon as possible.

Thank you!