

Ursuline High School Band
Absence Report Form

This form must be completed each time a student will be absent from a rehearsal or performance. The form must be completed in full and signed by the student, parent, and applicable person in charge. ie...Ursuline event coordinator, athletic coach, work supervisor, physician, funeral director, etc.

This form must be turned in either 3 or more days prior to the absence, or within 3 school days after the unexpected absence.

Student _____

Date of Absence _____

Reason: Check One

____ Ursuline Event (specify) _____

____ UHS Sporting Event (specify) _____

____ Physicians Excuse (provide official documentation from physician)

____ Funeral (funeral home or reverends signature)

All above are excused without a deduction of grade or scholarship

All below will receive a deduction of grade and scholarship

____ Work (place of employment) _____

work phone # _____

____ Out of Town/Vacation

____ Other (specify) _____

Student Signature _____ Date _____

Parent Signature _____ Date _____

Official Person In Charge:

Signature _____ Date _____