

**LHS MUSIC DEPARTMENT  
PERFORMANCE ABSENCE FORM**

This form must be submitted two (2) weeks prior to any performance missed. Fill out both halves. Once the director has signed both, you will receive one copy for your records. **THIS FORM MUST BE SUBMITTED TWO (2) WEEKS PRIOR TO THE ABSENCE AND THE ABSENCE MUST BE EXCUSED IN ORDER TO MAKE-UP THE GRADE.** Excused absences include the following: sickness, death in the family, religious holidays, previously planned family trips. If illness is your extraordinary circumstance, you may submit the Performance Absence Form after the fact **within five days.** **WORK IS NOT AN EXCUSE.** Excused students will be required to make-up the performance at the director's discretion. The only students who will be allowed to make up a performance will be those who have submitted the Performance Absence Form and who have been excused for being absent. Any performance that is not made up will be counted as a zero. As with all LHS Music policies, if you feel you have an exceptional case, please talk with us.

Name \_\_\_\_\_ Ensemble(s) \_\_\_\_\_ Date of performance \_\_\_\_\_

Reason for absence \_\_\_\_\_

Student signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian signature \_\_\_\_\_ Date \_\_\_\_\_

Director signature \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ EXCUSED \_\_\_\_\_ UNEXCUSED

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Name \_\_\_\_\_ Ensemble(s) \_\_\_\_\_ Date of performance \_\_\_\_\_

Reason for absence \_\_\_\_\_

Student signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian signature \_\_\_\_\_ Date \_\_\_\_\_

Director signature \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_ EXCUSED \_\_\_\_\_ UNEXCUSED