



**Fine Arts Center (FAC)
PRE-ARRANGED ABSENCE FORM**

This form must be completed before a planned absence occurs.

Date of request _____

I, _____, am requesting to have an absence excused at the Fine Arts Center
(Student Name)

on the following dates and times: _____

Reason for Absence:

☐ *Approved performance in the student's area of study at the FAC (provide details below)*

☐ *Student's upcoming medical procedure. (must provide doctor's note upon return to school)*

☐ *Serious illness or death in the student's immediate family. (must provide appropriate documentation upon return to school)*

☐ *Recognized religious holiday of the student's faith.*

☐ *Parents/Guardians are experiencing military deployment.*

☐ *Other reason for absence (provide details below and appropriate documentation as needed)*

☐ *College Visit/Audition (documentation required from college upon return to school)*

I will be visiting _____ on _____
(name of college) (date)

Parent/Guardian Name (please print)

Parent/Guardian Signature

FAC Teacher Approval

FAC Teacher Approval
(for students who take two courses)

FAC Director Approval