EADS HIGH SCHOOL
PRE-EXCUSE FORM

Pre-Excuse Form is required for any absence that is pre-determined such as school activity events, games, concession stand responsibilities, and trips. Student is required to have all missed assignments listed on form and initialed by teacher. This form is due in the office at the beginning of sixth hour for those who will be gone in the afternoon of the same day OR at 4:00 PM the day before a student will be absent for the entire day. Failure to turn in form will result in the student not attending the pre-arranged function. Further, student is responsible for all assignments on the Pre-Excuse Form on the next day he/she returns to class.

Name:_____

Reason for Absence: _____

Date(s) or Time of Absence: _____

Period/Class	Assignment	Instructor Initials