

YOUTH ORCHESTRAS OF CHARLOTTESVILLE-ALBEMARLE

ABSENCE PERMISSION FORM

Orchestra/ensemble _____ Today's date _____

Date of anticipated absence _____

Please excuse _____ from _____
(Member name) (rehearsal/concert)

on _____, _____ for the following reason(s):
(Day) (Date)

(Signature -- YOCA member) Date _____

(Signature -- YOCA parent) Date _____

(Signature -- Teacher, if absence due to school conflict) Date _____

Approved _____ Date _____
(YOCA conductor/manager)

Absence permission forms must be filled out by the individual member and there can be only one event on each request. Forms missing a necessary signature will be returned unapproved.

All requests are subject to approval.

Submit requests early. Late requests for an absence which the individual has known about well in advance could be considered unexcused.