



South Fayette Township High School

Attendance Excuse Form

Student Name _____ Grade _____

Parent/Guardian Signature _____ Date _____

This **ATTENDANCE EXCUSE** must be turned into the Attendance Office within three days of the date of absence.

STUDENT was ABSENT on the following day/days _____

REASON _____

This **TARDY EXCUSE** must be turned into the Attendance Office upon student's arrival to the school building.

STUDENT was TARDY on the following day _____

REASON _____

(If student was tardy due to a medical appt., please provide documentation of appt.)

Please complete to request an **EARLY DISMISSAL**.

STUDENT requires an EARLY DISMISSAL on (date) _____

at (time) _____

REASON _____

Please Check One Only:

____ Parent/Guardian will pick student up

____ Student drove to school and has permission to leave on their own

____ The following ADULT will pick up the student _____

All attendance excuses must be received within three (3) days upon return to school; otherwise, the absence may remain UNEXCUSED.

It is the student's responsibility to make-up any missed assignments, tests, gym classes, etc.