



MVE ABSENCE REQUEST FORM

This letter is to inform Magic Valley Elite staff that _____ will not be at practice on these/this such dates/day _____ for this specific reason.

Please circle one:

VACATION

SURGERY (unless emergent)

WEDDING

SCHOOL GRADED PROJECT

FUNERAL (will allow 1 week notice)

OTHER-PLEASE EXPLAIN:

APPROVED BY : _____
COACH AND PROGRAM DIRECTOR SIGNATURE

DENIED AND CONSIDERED UNEXCUSED BY: _____
COACH AND PROGRAM DIRECTOR SIGNATURE

REMEMBER 2 WEEKS NOTICE MUST BE GIVEN FOR ABSENCE TO BE CONSIDERED EXCUSED. IF NOT ABSENCE WILL BE UNEXCUSED AND 3 UNEXCUSED ABSENCES EQUALS DISMISSAL FROM THE PROGRAM. THIS LETTER MUST BE ON FILE FOR ANY CLASS YOU PLAN ON MISSING.

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