

Absence from Regular Duties

Request should be submitted before a commitment is made and at least one week prior to the requested absence.

Name:	Date of	of Request
Request to be absent from	through	
Reason for absence:		
Teaching/rehearsal assignmen	ats missed and manner of coverage:	:
Means of contact of contact pe	erson during absence:	
Approved Not Ap	proved	
Director		Date