



# EDGE STUDIOS

## REQUEST FOR TIME OFF (TWO WEEKS NOTICE REQUESTED)

Today's Date: \_\_\_\_\_

Type of Request:   Absence: \_\_\_\_\_  
                          Early Dismissal: \_\_\_\_\_  
                          Tardiness: \_\_\_\_\_

I, \_\_\_\_\_ request your permission to be excused from class and/or rehearsal on  
\_\_\_\_\_ due to: (check one option below)

- Illness - please attach doctor's note if longer than three days.
- Health - Doctor/Dentist appointment: give name and phone #: \_\_\_\_\_
- School related commitment - ie. exams, mid-terms, graduation etc.
- Auditions - Company name and location: \_\_\_\_\_
- Family vacation
- School activities - ie. prom, trip etc
- Other- please specify

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
          Student or Parent/Guardian

Approved by : \_\_\_\_\_ Date: \_\_\_\_\_  
                  Instructor's name