

FORT WORTH ISD

Student Absence Note

Please explain why your child was absent and return this form to the school within five days.

Student Name _____ Student ID _____

Absence Date(s) ____/____/____ to ____/____/____

Reason for Absence (check one):

_____ Illness

_____ Medical appointment (please attach doctor's note)

_____ Death in the Family

_____ Religious Holy Day (please explain in box below)

_____ College Visit (High School Juniors and Seniors only – 2 visits per year. Please attach note from the college/university)

_____ Department of Motor Vehicle Appointment (1 visit for learner's permit and 1 visit for driver's license. Please attach note from the DMV)

_____ Other (please explain):

Parent/Guardian Name

(____)____-____
Parent/Guardian Phone Number

Parent/Guardian Signature

____/____/____
Today's Date

FOR OFFICE USE ONLY

Date Received: ____/____/____

Attendance Clerk entered in FOCUS:

☐ Excused ☐ Unexcused ☐ (Initials): _____

