



Excuse/Absentee Form

Occasionally, Upward Bound students have a conflict which prevents them from attending an Upward Bound class or event. It is the **UB Student's Responsibility** to notify the UB office prior to a school event, and as soon as possible after any other circumstance. This form must be completed and return before a stipend will be released. The monthly stipend will be prorated depending on the participant's attendance or meeting during the previous month. **All unexcused absences will be deducted from the stipend check.** Please complete and return the appropriate form to the Upward Bound office or to Mr. Roy Williams at the high school.

EHS School Event

Student Name: _____

Event attending/attended: _____

Date of Event: _____

Circle one: **OPTIONAL PARTICIPATION** **REQUIRED PARTICIPATION**

Comments: _____

Teacher/Sponsor Signature: _____

Extenuating Family Circumstances

Student name: _____

Description and Comments:

Parent or Guardian Signature: _____ Date _____

Barbara Howell
864-7100

Roy Williams
864.8407

Martha Dunn
864.8409