

Western Montgomery Career & Technology Center

Absence Note

Today's Date: _____

Student's Name: _____

Date(s) of Absence: _____ Technical Area/Shop: _____

Reason for Absence: _____

Parent Name (Print): _____

Parent Signature: _____

This note must be received at the WMCTC Attendance Desk within three (3) days of your student's return to school to be eligible for excusal. Emailing the above information to Attendance@WesternCenter.org is also an acceptable way to submit an excuse note to WMCTC. A separate note needs to be submitted to the high school if the student was absent from there as well.



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