

COLLEGE VISITATION DAY FORM

TO: Parent/Guardian
FROM: Mr. Tim Shoaff
Assistant Principal

Student: _____

Juniors and Seniors are allowed three (3) college days per school year.

of college days you have used to date: _____

STUDENT NAME: _____ GRADE 11 12 (circle one)

The intent of a college visitation day is to afford students an opportunity to investigate colleges after receiving counseling from the guidance office.

School/College Visits: This form must be returned to the attendance secretary at least three (3) school days in advance. These days must be authorized by the counselor. Written verification of attendance is required and must be turned in to the attendance secretary upon the student's return to school. Once verification is received, these days will be marked exempt and will NOT count toward the student ten (10) day limit. If written verification is not turned in, the absence will be excused but not exempt and will count toward the student ten (10) day limit. All homework must be collected by the student before the trip and is due the first school day back.

Counselor Signature _____

School/University

Date of Visitation

Parent/Guardian Signature

Date

Home Phone

Work Phone

EACH TEACHER GIVEN PREVIOUS NOTICE OF THIS STUDENT'S ABSENCE SHALL INITIAL IN THE APPROPRIATE SPACE:

PERIOD 1 _____

PERIOD 5 _____

PERIOD 2 _____

PERIOD 7 _____

PERIOD 3 _____

PERIOD 8 _____

PERIOD 4 _____

Attendance Secretary: _____

Principal/Designee: _____

Comments: _____

Approved _____
Denied _____
Date _____