



# SOUTHEAST OF SALINE COLLEGE VISIT

## \*\*College Visit Prior Approval Form\*\*

STUDENT'S NAME \_\_\_\_\_ GRADE \_\_\_\_\_

COLLEGE VISITING \_\_\_\_\_

### GUIDELINES:

1. The attendance secretary, guidance counselor and all teachers must sign a college visit form one week (or more) prior to the departure date.
2. Assignments will be furnished upon return (or in advance if the teacher is able). Students will have one day per day absent to complete and turn in assignments up to four days.
3. STUDENT MUST VERIFY THE COLLEGE VISIT UPON RETURN WITH A SIGNATURE FROM THE ADMISSIONS DEPARTMENT.
4. All college visit days taken will be excused unless the above rules are not followed. Maximum number of college visits per school year is addressed in the Student Handbook.

#### **COLLEGE VISIT DAYS:**

Up to 3 days for Seniors and 2 days for Juniors will be excused for the purpose of visiting post-secondary institutions **IF** the visits are preplanned through the counseling center.

Return request form signed by teacher, parent(s) and student to Mrs. Haden.

Date of college visit: \_\_\_\_\_

Teacher's signature acknowledging the dates of absentee: \_\_\_\_\_

Period 1 \_\_\_\_\_

Period 5 \_\_\_\_\_

Period 2 \_\_\_\_\_

Period 6 \_\_\_\_\_

Period 3 \_\_\_\_\_

Period 7 \_\_\_\_\_

Period 4 \_\_\_\_\_

Period 8 \_\_\_\_\_

Date form is completed/returned: \_\_\_\_\_

Student's Signature: \_\_\_\_\_

Parents' Signature: \_\_\_\_\_

Attendance Secretary: \_\_\_\_\_

Counselor Signature: \_\_\_\_\_  Approved  Denied

This is visit \_\_\_\_\_ of \_\_\_\_\_ (2 for juniors; 3 for seniors)