

COLLEGE VISIT AUTHORIZATION FORM

Seniors are permitted to miss one additional day of classes (PSAT is the other visit day) during the year, and juniors are allowed to miss one day in the spring semester only for visits to a college or other post-secondary institution. The student is responsible for notifying teachers and making arrangements to make up academic work. This form must be completed and returned to your guidance counselor TWO WEEKS prior to the planned college visit. The student will be notified if approval is denied.

I recognize that it is my responsibility to make up all assignments, and I agree to make arrangements with each of my teachers to do so.

Student Name: _____

Student signature: _____

I will accompany my student on his/her college visit. I understand that it is my student's responsibility to make up work assigned during his/her absence.

Parent/guardian signature: _____

Date requested: _____

College(s) to be visited: _____

Guidance office use only

Attendance ____satisfactory ____unsatisfactory

Grades ____satisfactory ____unsatisfactory

Disciplinary record ____satisfactory ____unsatisfactory

____Approval granted

____Approval denied