



COLLEGE DAY VISIT REQUEST FORM

I request to take a college day visit from school on _____.
Day & Date of Visit

I plan to visit _____ campus.
Name of College/University

Students must obtain a signed form from the college stating they were there for a college visit on said date. This must be turned in to the school counselor the following day when the student returns to class.

I agree and understand that this is considered an official school absence. **Students are responsible for any work missed.**

Student's Printed Name

Parent's Signature & Date

TEACHERS: Please sign below acknowledging this absence from your class.

	TEACHER'S SIGNATURE	Date Signed
P.1		
P.2		
P.3		
P.4		
P.5		
P.6		
P.7		
P.8		

This form must be submitted to the Secondary Office at least two (2) school days prior to the planned visit.

This section to be completed by the office

Date form received:	Date college note received:
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