

## COLLEGE VISITS

Seniors who are interested in visiting schools are encouraged to do so after school or on Saturday's and vacation time. Since this is sometimes impossible, we will permit up to three one-day excused absences to visit schools under the following conditions.

1. An appointment must have been made with the school's Admission's Office.
  2. The student is responsible for all school work missed.
  3. The visit must have the prior approval of the Guidance Office. This approval will not be given unless the student has made arrangements with the Guidance Office at least one day prior to date of appointment. Guidance Office will not accept telephone calls.
  4. Upon approval of visitation, a form will be given to the student to be signed by the visitation site and returned to Guidance Office. If not returned, an unexcused absence will be given.
  5. Second semester visitation for colleges and universities will not be honored after closing dates for admissions unless the student has applied, and needs to visit.
  6. If more than four students request visitation on the same day, the Guidance Office can limit the number that can attend. It will be based on the chronological order of request forms being submitted for approval.
  7. Juniors may make post-secondary visitations the second semester, if the student's parent makes a prior appointment with the post-secondary institutions and contact the High School Guidance Office TWO days prior to the day of visitation.
- 

I am aware that \_\_\_\_\_ has made an appointment to  
Student

visit \_\_\_\_\_ on \_\_\_\_\_ and I give  
Place Date

my full approval.

\_\_\_\_\_  
Signature of Parent

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Guidance Approval