

# COLLEGE VISITATION REQUEST FORM

It is important for perspective students to visit college campus while classes are in session and the campus is full of students, much the way a college freshman would experience daily campus life. In order to have a college visit counted as an excused absence; this form must be completed and submitted at least two days prior to the visit. Upon return to WVHS from your college visit, documentation must be provided to confirm attendance on campus. Requests for college visits may not be approved after May 1<sup>st</sup> and are subject to WVHS grades and attendance.

STUDENT NAME: \_\_\_\_\_ COLLEGE VISIT NUMBER: \_\_\_\_\_

COLLEGE / SCHOOL TO BE VISITED: \_\_\_\_\_

DATE REQUESTED TO VISIT COLLEGE: \_\_\_\_\_ DATE REQUEST SUBMITTED: \_\_\_\_\_

HAVE YOU MADE AN APPOINTMENT WITH A COLLEGE? \_\_\_\_ Yes \_\_\_\_ No

HOW DID YOU SCHEDULE OR REQUEST YOUR VISIT? \_\_\_\_\_

WHO WILL BE ATTENDING YOUR COLLEGE VISIT WITH YOU? \_\_\_\_\_

## REQUIRED TEACHER SIGNATURES:

<u>PERIOD</u>	<u>SUBJECT</u>	<u>SIGNATURE</u>
1	_____	_____
2	_____	_____
3	_____	_____
4	_____	_____
5	_____	_____
6	_____	_____

If approved, I understand my child will be absent from school on the requested day and is doing so with my permission.

Parent/Guardian Signature: \_\_\_\_\_

This form is due 2 days prior to visit  
Must provide documentation of your visit to excuse absence