

WHS College Visit Form

Student's Name: _____ Grade: _____

Date(s)/Time student will be absent: _____

College Visiting: _____

Parent/Guardian Signature: _____

COLLEGE VISIT ABSENCE POLICY

The college visitation program is an opportunity for students to spend a day, or part of a day, visiting a college. This experience is an important step towards career planning and graduation. The student is responsible for all work missed during this experience. Parents are responsible for arranging the student's transportation.

Subject	Hour	Teacher Signature	Recommend	Homework/Late Work
	1		Y N	
	2		Y N	
	3		Y N	
	4		Y N	
	5		Y N	
	6		Y N	
	7		Y N	

Counselor Signature: _____ Date: _____

Career Specialist Signature: _____ Date: _____

EXCUSED ABSENCES POLICY

Absences because of illness, family emergency and/or approved school activities are excused if the school is notified by the parent/guardian as soon as practical of the absence. Absences because of medical appointments, family trips, etc. must be cleared prior to the absence. It is up to the students to arrange make-up of any schoolwork missed. (Board Policy 5200)

This form must be turned in to the High School Office at least **1 FULL school day (24 hours) in advance of the absence**. A copy can be given to the student as a reminder of school work to be completed upon request. The original form will be kept by the office for records. Additional teacher and/or parent comments may be on the back.