

This absence has been approved and is excused. Students are allowed college visits and are permitted three (3) school days without penalty. It is the student's responsibility to obtain and complete all assignments during the period of absence.

The teacher's Initials below indicate that each teacher is aware of the date(s) of the absence and has provided the assignments and due dates of these assignments. Students must turn in this completed form (3) days before a college visit with Administrator's signature and parent signature to the Attendance Office. Only 11th and 12th grade students are excused for college visits.

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Date(s) of College Visit: \_\_\_\_\_

College(s) Visiting: \_\_\_\_\_

Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*(Ms. King or Mrs. Lopez)*

Period	Course	Teacher	Teacher Initials

Parent/Guardian Name (Print): \_\_\_\_\_

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

*(Please attach signed parent permissions note.)*