

Prearranged College Visitation Day

Student Full Name: _____ Student ID #: _____

College/University: _____ Visitation Date: ____/____/____

Guidelines:

- Three excused absences for college visits **with** documentation per academic year
- Three excused absences for interviews **with** documentation per academic year
- Excused absences for college visits do not count against exam exemptions.

Student Responsibility:

- Notify teachers of upcoming absence **BEFORE** the visitation date
- Make up all class/homework assignments promptly
- Obtain **all** necessary signatures as indicated on form below
- Submit **completed** form to Attendance Clerk in MTHS Main Office

STUDENT MUST OBTAIN THE FOLLOWING SIGNATURES:

Teachers' Signatures (*BEFORE* visitation) -

1st period: _____

2nd period: _____

3rd period: _____

4th period: _____

5th period: _____

6th period: _____

7th period: _____

Required Signatures:

Date: ____/____/____ Student Signature: _____

Date: ____/____/____ Parent Signature: _____

Date: ____/____/____ College Official Signature: _____

BELOW FOR MTHS MAIN OFFICE USE ONLY

Date: ____/____/____ Administrator Signature: _____