



FRANKLIN MONROE LOCAL SCHOOLS

8591 OAKES ROAD — ARCANUM, OHIO 45304
PO BOX 78 — PITTSBURG, OH 45358
(937) 947-1371 {FAX} - (937) 947-1328 {OFFICE}

Visit Day Request

Business / College / Military

Name: _____ Date of Visit: _____

Branch of Service / Business / Campus to be visited: _____

The following regulations will be strictly adhered to:

1. Juniors and seniors are given 13 hours (equivalent of 2 school days) per school year, but this does not supersede the overall absence limit. Once a student has reached the absence limit, a doctor's note is required for all absences.
2. All arrangements for make-up work for the day missed will be agreed on by the student and teacher **prior** to the visit date.
3. This form must be returned to the school counselor at least **2 days before** the visit day requested in order for the student to be eligible for the excused absence.

I understand and agree to all explained above.

Student Signature

Date

I give permission for my child the visit described and agree to the regulations above.

Parent/Guardian Signature

Date

Date Request Received: _____ Counselor's initials: _____