

## ***COLLEGE DAYS***

Seniors have three excused days per year and juniors have two excused days per year to visit institutions of higher learning. Sophomores, with special permission from the *Guidance Office*, may have one day. A parent must accompany juniors on college visits. Students must notify the main office seven days in advance of the college visitation. The permission form must have time and date of visit prior to the form being signed. Students who have morning appointments are expected to be in school in the afternoon. Students who have afternoon appointments are expected to be in school in the morning. Visits that are not local will be given consideration concerning times. Students must also bring back the college day permission form from the institution with a telephone number and signature to verify their visitation before make-up work is permitted. **The school reserves the right to limit the number of students going on a college visit on a given day.** College days will not be permitted within the first two weeks of school, the last two weeks of school, or during semester exams. College days do not count against perfect attendance when proper procedures are followed; however, any day above the prescribed amount of days will count against perfect attendance even though it is excused. Students are encouraged to take college visits during the summer.

## ***COLLEGE VISIT***

Student \_\_\_\_\_

College \_\_\_\_\_ Date of Visit \_\_\_\_\_

Name of college official with whom you have appointment \_\_\_\_\_

\_\_\_\_\_ Time \_\_\_\_\_

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

***Take this form to the assistant principal at Greeneview High School before the day of your college visit.***

\_\_\_\_\_  
Assistant Principal's Signature

\_\_\_\_\_  
Attendance Secretary

***Have the college official with whom you have an appointment sign this form in the space provided.***

\_\_\_\_\_  
Signature of College Official

\_\_\_\_\_  
Telephone Number

***Return this form to the High School office upon your return to receive an admit slip for your absence.***

***Please see the attached instructions taken directly from our Student Handbook.***