



# Willis High School

## Request for Off-Campus College Visit

Please note the following

- Seniors and Juniors only.
- Students are allowed **two** excused absences for College Visits per year.
- This completed request must be submitted to the attendance office prior to each visit.
- The student must be in good standing with attendance and must be passing all classes.
- Student must bring back a verification notice from University/College of visitation to the attendance office. **NO EXCEPTION**
- Montgomery College and Sam Houston State University are approved for half day visits only.

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

Date: \_\_\_\_\_

Student ID: \_\_\_\_\_

Grade: \_\_\_\_\_

College you wish to visit? \_\_\_\_\_

Date you wish to visit? \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Principal Approval**  Approved  Denied

Attendance Status \_\_\_\_\_ Referrals \_\_\_\_\_

Principal Signature \_\_\_\_\_ Date: \_\_\_\_\_

**Counselor Approval**  Approved  Denied

Grade Status \_\_\_\_\_

Counselor Signature \_\_\_\_\_ Date: \_\_\_\_\_