



College and Technical School Visitation Policy

- Seniors and Juniors are allowed 2 days for college visits.
- In order to be approved for a college “10-Day”, the student must meet eligibility requirements concerning grades, attendance, and discipline.
- The student is responsible for scheduling an appointment with the college.
- The student must come to the Counselor’s Office to complete this form **PRIOR TO** the planned visit. If you do not give notice, you will not be issued a “10-Day” and will be considered absent.
- Upon returning to ECCA, the student must provide the Counselor’s Office with a Letter of Verification from the college visited on official letterhead, including the date of the visit and signature of a representative of the school (preferably from the Admissions Office). If this document is not provided, no “10-Day” will be granted.
- All visits and any exception to this policy are subject to administrative approval.

10-Day Permission Slip

Student’s Name _____

College you plan to visit _____

Date you intend to visit college _____

Parent’s Name (please list only one parent) _____

Above Parent’s work phone _____ Home phone _____

Remember, you must bring back a letter of verification.

For Office Use Only:

Name of Parent Contacted _____ Date _____

Permission verified by _____ (Counselor’s Office Personnel)

Administrator approval (signature) _____ Date _____