



ST. URSULA ACADEMY

CATHOLIC • ALL GIRLS • COLLEGE PREP • GRADES 6-12

College Campus Visit Form

Students who would like to take a college visit during the academic school year, must fill out this form completely and submit it to the College Counseling Office at least **one week** prior to the visit. The student is responsible for all content missed during her absence and is expected to meet current academic obligations upon her return to school. College visits must not take place on exam and/or retreat days or Senior Day.

Student name: _____ Date of visit: _____

The college I am visiting: _____

By signing this form, I am aware that my daughter is taking a formal college visit and she will submit a formal written letter from the Undergraduate Admissions Office on letterhead, within two days of the visit for an excused absence. I understand that college visits are not school-related; and, therefore, not an approved absence according to National Honor Society guidelines or Senior Exam Exemptions. I understand that unexcused college visits will make my student ineligible for athletic and extracurricular practices, rehearsals, contests, and other events.

Parent signature: _____

Students must submit the following items to the College Counseling Office:

- College Campus Visit Form at least **1** week prior to the visit with all required signatures
- Written letter from the Undergraduate Admissions Office within **2** days of the visit

Block 1 teacher signature: _____ Date _____

Block 2 teacher signature: _____ Date _____

Block 4 teacher signature: _____ Date _____

Block 5 teacher signature: _____ Date _____

College Counselor signature: _____ Date _____

For Official Office Use Only:

- ☐ Excused (initial) _____ (Date) _____
- ☐ Unexcused (initial) _____ (Date) _____

Notes: