

Georgetown ISD College, Career, and Military Visits

In alignment with [Texas Education Code](#), [Board Policy FEA Legal](#), [Board Policy FEA Local](#), and our [GISD Student Handbook](#), the State of Texas permits a specific number of absences for the purpose of visiting an accredited higher education institution, visiting a professional's workplace, and enlistment in the armed forces. These student absences remain funded by the state and do not count against the student when considering a campuses' local midterm and final exam exemption practice. In addition to the State's funded absences GISD permits students to have additional unfunded absences which also do not count against the student when considering a campuses' mid-term and final exemption practices. The table below outlines this practice:

Type of Visit	TEC and Local / Legal Policy	GISD Practice	Campus Attendance Coding
College / University Visits <i>Documentation Required: Dated letter or email from college confirming attendance on institution's letterhead. College Visit Request Form</i>	Junior Year: 2 Days Senior Year: 2 Days Two absences accrued during the junior year and two absences accrued during the senior year are funded by the state and do not count against the campus mid-term and final exemption practices.	Junior Year: 2 Days + 2 Days Senior Year: 2 Days + 2 Days Two absences accrued during the junior year and two absences accrued during the senior year are funded by the state and do not count against the campus mid-term and final exemption practices. An additional two absences at the junior and senior year are provided by GISD specifically - not the State. These are unfunded by the state but still will <i>not</i> count against the campus mid-term and final exemption practices.	2 Funded Absence Days that do not count against exemption practices: <u>S SV</u> 2 Un-Funded Absence Days that do not count against exemption practices: <u>E SV</u>
Career Visits <i>Documentation Required: Dated letter or email from workplace confirming attendance on center's letterhead.</i>			2 Funded Absence Days that do not count against exemption practices: <u>S SP</u> 2 Un-Funded Absence Days that do not count against exemption practices: <u>E SP</u>
Military Enlistment <i>Documentation Required: Dated letter or email from the enlistment office confirming attendance on the office's letterhead.</i>	Student 17+: Four days All absences are funded and do not count against the campus mid-term and final exemption practices.	Student 17+: Four days All absences are funded and do not count against the campus mid-term and final exemption practices.	4 Funded Absence Days that do not count against exemption practices: <u>S SA</u>

Work Completion: Like any absence, students remain responsible for making up work during absences related to these CCM visits. Whenever possible, students should coordinate with their teachers to either work ahead or create a plan to make up work upon their return. When planning trips, students should avoid the end of grading cycles when possible.

GISD Mid-Term & Final Exemption Procedures: The linked [document](#) includes the requirements for students who wish to be exempt from their midterm and/or final examinations.

Travel Days: Days spent *traveling* to a college, career, or military site will count as an absence and against the student in terms of campus mid-term and final exemption practices. Only actual days spent on site can be excluded from the exemption practices as outlined. Example: A student travels on a Monday (a school day) and arrives in the city of the college on the same day. The college visit is on the following day (Tuesday) and the student returns home on Wednesday. The student is back at school on Thursday. Only the one day actually visiting the college *will not* count against the student in terms of exemptions as outlined.

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As outlined in our GISD [Student Handbook](#) (pg 32), the process is outlined below:

College Visits:

The district will allow junior and senior students to be absent for up to two days per year to visit a college or university, if the following conditions are met:

- The board has authorized such excused absences under policy FEA(LOCAL);
- The principal has approved the student's absence; and
- The student follows campus procedures to verify the visit and makes up any work missed.

Career Visits:

The district will allow a student to be absent for up to two days during the student's junior year and two days during the student's senior year for a career investigation day to visit a professional at that individual's workplace to determine the student's interest in pursuing a career in the professional's field, provided the student verifies these activities to the district.

Military Enlistment:

The district will allow a student 17 years old or older to be absent for up to four days during the period the student is enrolled in high school to pursue enlistment in the U.S. armed services or Texas National Guard, provided the student verifies these activities to the district.

[Texas Education Code 25.087:](#)

A school district may excuse a student from attending school to visit an institution of higher education accredited by a generally recognized accrediting organization during the student's junior and senior years of high school for the purpose of determining the student's interest in attending the institution of higher education, provided that:

- (1) the district may not excuse for this purpose more than two days during the student's junior year and two days during the student's senior year; and
- (2) the district adopts:
 - (A) a policy to determine when an absence will be excused for this purpose; and
 - (B) a procedure to verify the student's visit at the institution of higher education.

[FEA Legal:](#)

A district may excuse a student from attending school to visit an institution of higher education accredited by a generally accrediting organization during the student's junior and senior years of high school for the purpose of determining the student's interest in attending the institution of higher education, provided that:

1. The district may not excuse for this purpose more than two days during the student's junior and two days during the student's senior year; and
2. The district adopts:
 - a. A policy to determine when an absence will be excused for this purpose; and
 - b. A procedure to verify the student's visit at the institution of higher reduction

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FEA Local:

In addition to excused absences required by law, the District shall excuse absence for the following purposes. A student shall be required to submit verification of these absences in accordance with administrative regulations.

Higher Education Visits: The district shall excuse a student for up to two days during the student's junior year and up to two days during the student's senior year to visit an accredited institution of higher education.

Career Exploration Investigation: The district shall excuse a student for up to two days during the student's junior year and up to two days during the student's senior year to visit a professional's work place for purposes of exploring the student's interest in pursuing a career in that professional's field.

Armed Services Enlistment: The District shall excuse a student 17 years of age or older for up to four days during his or her enrollment in high school for activities related to pursuing enlistment in a branch of the U.S. Armed Services or Texas National Guard.