

## BHS College Visit Form

Students are allowed absences from school for college visits during the junior and senior years. The absence is treated as a school related absence and the student is expected to make up all missed work.

Juniors and Seniors are allowed 2 absences per school year.

Students must:

1. Complete the top portion of this form.
2. Have all teachers sign below prior to the absence and request make-up assignments.
3. Obtain proof of the visit from the college by having a school official (admissions counselor, financial aid officer, tour guide, etc.) complete verification on college letterhead .
4. Submit this form and the verification letter/form to the front office upon return to school.

Student's Name \_\_\_\_\_

Date of Absence \_\_\_\_\_

Name of College \_\_\_\_\_

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

### **Teacher's Signatures:**

1<sup>st</sup> period \_\_\_\_\_

2<sup>nd</sup> period \_\_\_\_\_

3<sup>rd</sup> period \_\_\_\_\_

4<sup>th</sup> period \_\_\_\_\_

5<sup>th</sup> period \_\_\_\_\_

6<sup>th</sup> period \_\_\_\_\_

7<sup>th</sup> period \_\_\_\_\_

**Attach a letter/form on college letterhead signed by a college school official (admissions counselor, financial aid officer, tour guide, etc.)**