

Red Oak High School
University/College Visitation Form

Only Two (2) Excused Days per Year

Student Name: _____

University/College Name: _____

Date of Visit: _____

It is the responsibility of the student to get his/her teachers, the counselor, and the attendance clerk to sign this form at the bottom **48 HOURS BEFORE** visiting the university/college to secure assignments for class work missed.

While at the university/college, the student must have a college official sign the form, stamp (official), date and time and include a telephone number. This form must then be returned to the attendance office within 3 school days of the university/college visitation date. This visitation must be taken before the second Friday in May.

Teacher Signatures

1st Period _____

2nd Period _____

3rd Period _____

4th Period _____

5th Period _____

6th Period _____

7th Period _____

8th Period _____

Counselor

Date

Attendance Clerk

Date

College Official – Seal and/or Stamp

Date/Time

Telephone Number of College Official