

SPANISH FORT HIGH SCHOOL

1 Plaza de Toros

Spanish Fort, Alabama 36527

COLLEGE VISIT FORM

(Juniors and Seniors Only)

- 1) Complete the top portion of this form prior to absence and obtain all signatures for approval. Do not separate the two halves of this form. Absence must be requested and approved in advance by principal.
- 2) Obtain verification from the institution visited by having a college representative complete the bottom portion of this form.
- 3) Submit completed form to the SFHS attendance office upon your first day back at school.
- 4) Juniors and seniors are allowed a maximum of two days per school year for college/university visitation.

I, _____, plan to visit _____ on _____.
(Print Name) (Name of College/University) (Date)

I will miss _____ days of school. **(Maximum of 2 days per school year allowed.)**

(Student's Signature) (Parent's Signature)

Principal's Signature: _____ Date: _____

Homeroom Teacher: _____

1st Block Teacher: _____

3rd Block Teacher: _____

2nd Block Teacher: _____

4th Block Teacher: _____

(DO NOT SEPARATE THE TWO SECTIONS OF THIS FORM.)

COLLEGE VISIT VERIFICATION

To College Official: Please complete the information below and affix official seal. If official seal is not available, please transfer this information to official college/university letterhead.

DATE: _____

On the date above, _____, visited our institution,
(Name of Student)

(Name of College/University)

Signature of College/University Official: _____

(Please affix seal or transfer the above information to college/university letterhead.)