**PERMISSION FORM**

**Please check one:**

( ) College Visitation ( ) Interview ( ) Placement Test ( ) Shadowing

 ( ) Registering for classes ( ) Orientation

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ has my permission to be excused from school on

 **(Student’s Name)**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to visit \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

 **(Date)**

**Check ONE:**

\_\_\_\_ Student will be out all day from school.

\_\_\_\_ Student will be excused from school at \_\_\_\_\_\_\_.

  **(Time)**

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

  **Parent Signature**

This form should be given to the Guidance Office prior to the visitation. Return the bottom half of this form to the Attendance Office to confirm your appointment. **Failure to hand in the bottom half of the form will result in the trip being unexcused.**

**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

 (Please detach bottom portion before visit)

**Student Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Appointment Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Completed Visit (Time) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Signature of Official: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**