WOODLAND BAPTIST CHRISTIAN SCHOOL

COLLEGE VISIT APPROVAL FORM

To be completed by a parent/guardian and emailed to sosorio@woodlandbaptistnow.com or turned into the office.

STUDENT INFORMATION

Student Name:	_____	**Grade:**	_____
Parent/Guardian:	_____	**Phone:**	_____
Date Submitted:	_____	**Expected Graduation:**	_____

COLLEGE VISIT INFORMATION

College/University:	_____	**Visit Date:**	_____
City/State:	_____	**Departure Time:**	_____
Type of Visit:	☐ Campus Tour ☐ Admissions ☐ Athletic ☐ Other	**Expected Return:**	_____

Purpose / Additional Details:

_____

_____

STUDENT & PARENT RESPONSIBILITIES

We understand that approval for a college visit does not remove the student's responsibility for missed instruction or assignments. The student is expected to notify teachers in advance, obtain available work, and make arrangements for quizzes, tests, projects, and other assignments. Verification of the college visit may be requested by the school. Final attendance classification is subject to school attendance policies.

☐ Student has notified teachers of the planned absence.
☐ Student has arranged to complete missed classwork and assessments.
☐ Parent/guardian confirms the visit is for legitimate college or post-secondary planning.
☐ Student will provide visit verification if requested by the school.

SIGNATURES

Student Signature:	_____	**Date:**	_____
Parent Signature:	_____	**Date:**	_____

OFFICE USE ONLY

Request Status:	☐ Approved ☐ Not Approved	**Attendance Code:**	_____
Administrator:	_____	**Date:**	_____
Verification:	☐ Received ☐ Not Required	**Days Approved:**	_____
Notes:	_____		