

Queen Creek High School College Visit Request Form

PLEASE NOTE: All approved signatures must be secured PRIOR to any schedule commitments and submission of this form must be made to the office five (5) days before the planned absence. Current academic performance is taken into consideration when approving or denying a request.

Student Name: _____ Grade: _____ Today's Date: _____

Name of college(s) to be visited: _____

Date(s) of planned visit: _____

Parent Signature: _____ Date: _____

Parent Email (where notification should be sent):

College Visit Request Number _____ of the School Year _____

Seniors can take 4 college visits
Juniors can take 3 college visits
Sophomore can take 2 college visits

Before a college visitation day is officially approved, the following student responsibilities need to be met.

Student Responsibilities:

- All students are expected to schedule a college visitation day two weeks in advance. In addition, some schools require students to fill out a college visitation form on their website.
- All students are expected to inform their teachers that they have scheduled a college visitation day on the specific date listed above.
- All students must complete and turn in their homework assignments to all of their teachers prior to taking their college visitation day.
- All students are expected to have all of their teacher's signatures on the form to verify they completed their school work prior to their college visitation day.
- All students must have Mrs. Price's signature and a Parent's Signature on the form.
- All students must have the school's admissions counselor fill out the required information on page 2 (verification form) and return the form into Mrs. Price, when they come back to QCHS. If a student fails to return the verification form into Mrs. Price then their college visitation day will not count as an excused absence.
- All students are expected to dress in business casual attire when visiting a school conduct themselves in a professional manner, and utilize the many college visitation day resources available in the College & Career Center.

Teacher Signatures:

1st Hour: _____

5th Hour: _____

2nd Hour: _____

6th Hour: _____

3rd Hour: _____

7th Hour: _____

4th Hour: _____

8th Hour: _____

College & Career Center Specialist

Counselor's Signature

COLLEGE VISITATION VERIFICATION FORM

FROM: QCHS GUIDANCE STAFF AND ADMINISTRATION

SUBJECT: STUDENT'S APPOINTMENT

Please complete the following form IN INK and return it to the student. Thank you for your cooperation.

Student: _____ conferred with me on
_____ date, at the campus of _____.

Counselor's Name: _____

Counselor's Signature: _____

College or University: _____

Phone Number: _____ Ext. _____

Visits will be randomly verified. Return this form to Mrs. Price when you return to QCHS.