



Junior and Senior College Visit Absence Form

Students going on a college visit need to fill out the following form and turn it into the school counselor for approval. Once approved, attendance will be marked as a college visit and will not go against their total absences allowed. College visits not planned and approved in advance or exceeding the limits below will be recorded as an unexcused absence per the CCA Parent Student Handbook. College visit expectations are:

- That students may take 1 day for a planned college visit per semester during 11th and 12th grade (or 2 per year)
- Students will arrange for any make-up work to be completed prior to the absence.
- Students should have a passing grade before missing class.

Parents, please refer to the attendance section in the Parent/Student Handbook for further information on make-up work due to absences.

Complete the following:

- Student name and grade level:
- Date(s) of planned college visit:
- College(s) being visited:

Students: Have each of your teachers sign below to show they have been informed of the date you will be gone and that you are passing their class at the time of this request.

Class	Teacher Signature
English	
Math	
History	
Science	
Elective 1	
Elective 2	



CORNERSTONE CHRISTIAN ACADEMY

WARRIORS

By signing below both parent and student acknowledge that the student is responsible for obtaining assignments and arranging make up quizzes/tests PRIOR to the absence.

Student Signature: _____

Parent Signature: _____

Submit to the Counselor for notification and documentation.

Office Use Only

Please initial and date the following:

Counselor notified: _____ College Visit Count: _____

Registrar/Office notified _____

Facts attendance updated _____ Date _____