



MYSTIC VALLEY REGIONAL CHARTER SCHOOL

COLLEGE VIST/EXCUSED ABSENCE REQUEST FORM

Student Name: _____

College Name: _____

Date of Visit: _____

- I, the student, request to be excused from school on the date indicated so that I may visit a college or university.
- I understand that I am allowed only two (2) excused absences for this purpose per school year.
- I understand that I may only use this visit to visit a college or university OR attend an admission interview with a college or university. If I choose to spend the night at the college and it causes me to miss two days of school, it will use both of my absences.
- I know that I **MUST** provide a note from the college, on their letterhead, upon my return to Mystic Valley in order to excuse the absence.
- I agree to make every effort not to miss tests and, if I must miss a test, I will make alternate arrangements with my teachers in **ADVANCE**.
- **PARENTS/GUARDIANS:** Please be aware that you must still call the school on the morning of your child's absence to excuse them.

(Student signature & date)

(Parent/Guardian Signature)

(Counselor Signature)