

## **College Visit Process**

Students need to pre-register for college visits with the college directly. There are designated college visit days with most colleges throughout the year. Student can register online or by phone. If the student wishes to schedule a private visit, arrangements must be made with the intended college admissions office. It is important for the student to inform the admissions office if the student wishes to visit specific programs/departments. The school counselor's office can assist students with the process if needed. Students need to make prior arrangements with their teachers for missed work and the parent/guardian need to notify the office for the absence. Students have two excused college visits per year that does not count in the 10 unexcused absences in the attendance policy as long as the following college visit process is followed;

### **College Visit Procedure**

- Parents/guardians will need to call the high school for the absence
- Students need to see Mrs. Powers before and after the college visit
- Students will need to bring a signed and dated document (i.e. campus visit verification form) from the admissions counselor back to Mrs. Powers.