



TRI-VILLAGE JR./SR. HIGH SCHOOL

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COLLEGE VISITATION POLICY/JOB SHADOWING POLICY

Students who are interested in visiting colleges &/or places of employment are encouraged to do so on Saturdays and vacations. However, since this is sometimes impossible, high school juniors and seniors may take scheduled days during the school year to visit college campuses/businesses with their parents. As a junior, you are allowed one college/business school day per year; as a senior, you are allowed two college visits and one business visit per school year under the following conditions:

1. The visit has the prior approval of the principal and guidance counselor.
2. An appointment has been made and verified by the college's admissions officer/business.
3. The student schedules the visit and records his/her expected day of absence with the High School Secretary.
4. The student is responsible for all work missed that day.
5. The student returns this form to the guidance office no later than one (1) day before his or her scheduled visit.
6. An adult member of the family must accompany the student on the visit.
7. Some type of report must be made to the counselor.

Principal's Signature

Counselor's Signature

I am aware that _____ (name of student) is visiting

_____ (College/University) on _____ (date) and

I give my full approval.

Parent's Signature