

OFFICIAL COLLEGE VISIT INFORMATION

Juniors and Seniors are allowed two (2) college visits per school year by the State of Texas. These visits will be considered non-absences. For a college visit to be allowed, we *MUST* receive a letter from the college **on their letterhead**, stating that the student was on campus for a visit on the date of the absence and it must be signed by a college official.

We are <u>NOT</u> able to accept:

- Invitations to visit
- Appointment emails for visits
- Itineraries
- Plane tickets, etc

"IMPORTANT"

We MUST have a signed and dated letter, on college letterhead, stating that you were on campus on the date of the absence in order for it to be accepted.

Letters need to be turned in to the Attendance Office, Suite A, upon your return or faxed to (972)350-9258.

If a student takes more than two (2) visits, these can be excused with a parent note, but *will be* an absence.

JUNIORS, please note that if your college visits are not used during your Junior year, they do NOT carry over.

If you have any questions, please do not hesitate to contact the Attendance Office at (469)948-2811.

Go Hawks!