

Monte Vista High School

3131 Stone Valley Road Danville, California 94526

(925) 552-5530 Fax (925) 743-1744

"A California Distinguished School"

"A National Blue Ribbon School"

CAMPUS VISIT EXCUSED ABSENCE FORM

For: _____
(Print first and last name of student)

College Name: _____

Date of visit _____

Student information:

- You must be a junior or senior in good academic standing.
- Parent, Student, Counselor, Administrator signature all required to be approved
- College/admissions representative signature required.
- Student to return completed form to the Attendance Office within 3 days of completed visit.

Student Signature: _____ Date: _____

Parent/Guardian information:

- Parent must call the school on the day of the absence to explain absence
- Absence is considered unexcused until completed form is returned to Attendance office within 3 days from returning to town after the completed visit.

Step 1: Parent/Guardian Signature: _____ Date: _____

Step 2: Counselor Approval Signature: _____ Date: _____

Step 3: Administration Approval Signature: _____ Date: _____

Step 4: For college/admissions representative to complete:

College Name: _____
College Representative Name & Signature:
Print Name: _____ Signature: _____ Date: _____
Phone number: _____ Email: _____