



Samuel Clemens High School Counseling Department

1001 Elbel Road, Schertz, Tx. 78154

210-945-6501 FAX 210-945-6590

College Visit Confirmation Form

Student Name

ID #

Date(s) of visit College you will be visiting

Signature of High School Official (Counselor or Vice Principal)

Your Counselor or Vice Principal must approve your absence for a college visit prior to the day you will be absent.

Name of College/University

Print Name of College Representative

Title of College Representative (admissions counselor, tour guide, etc.)

Signature of College Representative ***by signing, I certify that the above named student attended a college informational meeting, tour or other type of college preview.

***A college stamp or a standardized form must be included.**

***Directions for completion: Samuel Clemens High School policy for college visits stipulates that juniors and seniors may make two college visits per year. These absences will be excused with full make up **but will count against exam exemptions**. In order for these days to be used, this form must be filled out and a signature obtained from a counselor or vice principal prior to the student's visit. Upon return to school, the form must be turned in to the attendance office, with appropriate signatures and information completed.