



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.