



Rolling Meadows High School
2901 West Central Road
Rolling Meadows, Illinois 60008
847-718-5600 ■ rmhs.d214.org

Dr. David R. Schuler
Superintendent
Eileen M. Hart
Principal

College/University Visit Absence Form

Purpose: The purpose of the college visit is that it be a **learning experience** for the student in his/her planning toward continued and higher education. This form is to be completed by the student who is carrying out a **structured** visit to a college or university campus for an excused (COL) absence. **Structured** visit means:

- 1) The student has called ahead to schedule the visit through the appropriate authority (E.g.: Admissions Office, Athletic Office);
- 2) The College/University offered a tour of the campus facilities or orientation; and
- 3) The student met with an admissions officer and/or designated faculty member.

Procedure: This form must be returned to the attendance office when you return to school in order for the absence(s) to be excused as College Visit (COL). The student is responsible for all required make-up work.

Name of student: _____ ID # _____

Date(s) of Absence: _____

College/University Visiting: _____

Signature of College/University Official: _____

Note: Parents or guardians must call the attendance office to report the absence(s).
The attendance clerks can be reached at 847-718-5602, 847-718-5603 or 847-718-5604.