

CADDO MAGNET HIGH SCHOOL  
1601 Viking Drive  
Shreveport, La. 71101  
(318) 221-2501  
FAX: 227-1393

Dear Student:

Caddo Magnet High School policy allows students two excused absences per semester for college visits. To do this, the student must:

1. Get approval of his/her teachers at least one week in advance.
2. Bring back verification evidence of the college visitation.
3. Return the completely filled out form to the school's attendance secretary within two school days after their college visit.
4. Fill out a separate form for each college visited.

**COLLEGE VISIT FORM**

Student Name \_\_\_\_\_ Grade: \_\_\_\_\_ today's Date: \_\_\_\_\_  
Date(s) of Visit: \_\_\_\_\_ College: \_\_\_\_\_

<b>SUBJECT</b>	<b>TEACHER'S SIGNATURE</b>
1 <sup>ST</sup> Period _____	_____
2 <sup>nd</sup> Period _____	_____
3 <sup>rd</sup> Period _____	_____
4 <sup>th</sup> Period _____	_____
5 <sup>th</sup> Period _____	_____
6 <sup>th</sup> Period _____	_____
7 <sup>th</sup> Period _____	_____
8 <sup>th</sup> Period _____	_____

Parent's Signature: \_\_\_\_\_ Student's Signature \_\_\_\_\_

**TO BE COMPLETED BY COLLEGE**

This is to verify that \_\_\_\_\_ visited \_\_\_\_\_ on

The following date(s): \_\_\_\_\_.

Signature: \_\_\_\_\_ Title \_\_\_\_\_