



**ROLLING MEADOWS HIGH SCHOOL**

2901 West Central Road  
Rolling Meadows, IL 60008  
847-718-5600  
www.d214.org/rmhs

**Dr. Scott Rowe**  
Superintendent

**Megan Kelly**  
Principal

## College/University Visit Absence Form

**Purpose:** The purpose of the college visit is that it be a **learning experience** for the student in their 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 (ex: Admissions Office, Athletic Office, etc);
2. The College/University offered a tour of the campus facilities or orientation; and
3. The student met with an admissions representative 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 a 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) at 847-718-5602.