



Arizona School for the Arts  
A COLLEGE PREPARATORY AND PERFORMING ARTS TRADITION

## College Visit: Excused Absence Request Form (Pending Verification)

### Step 1: Fill Out Request Form

Student's Name \_\_\_\_\_ Grade \_\_\_\_\_

Date(s) absence(s) \_\_\_\_\_

School(s) to be visited

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

### Step 2: Visit college(s) and make sure to get a signed or stamped verification sheet, or the like, from registrar's office.

Every college has a check-in desk in the admissions or registrar's office and should supply verification that you are the one visiting the college. Your visit must be for your own college pursuit.

### Step 3: Turn in verification document from college(s) upon returning to school.

Submit verification **within one (1) school day** of your return. This will be kept in your file. If verification is not submitted in a timely manner, your absence may NOT be excused.

**I have read and understand the procedures above:**

Parent Signature \_\_\_\_\_

Student Signature \_\_\_\_\_