



ST. THOMAS HIGH SCHOOL  
BASILIAN FATHERS · 1900

## COLLEGE VISIT FORM

**AT LEAST 10 DAYS IN ADVANCE OF YOUR PLANNED COLLEGE VISIT DO THE FOLLOWING:**

1. Complete this form and obtain needed signatures.
2. Return this form to the Dean of Students office for approval no later than 5 days before the scheduled visit.
3. After approval, email your teachers and copy your counselor and the Dean of Students Office ([DeanofStudentsOffice@sths.org](mailto:DeanofStudentsOffice@sths.org)) on the email about the visit.
4. Bring form or letter from the visited college showing date of visit to the Dean's office following the visit.

**\*\*\*\*\* Failure to follow the procedure outlined will result in an UNEXCUSED absence.**

DATE OF REQUEST: \_\_\_\_\_

NAME: \_\_\_\_\_

GRADE: \_\_\_\_\_

COLLEGE: \_\_\_\_\_

DAY(S) AND DATE(S) OF VISIT: \_\_\_\_\_

**I have scheduled:** *(please check the appropriate box and fill in the information requested.)*

(Date)

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

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

\_\_\_\_\_  
*Counselor Signature*