

Mabank High School

18786 E. HWY 175
MABANK, TX 75147
(903) 880-1600

College Day Request Form

Students are allowed a total of two college visit days, in each of their junior and senior year. Travel day may be included at special request. Students must obtain a form prior to the visit and return it as instructed, in order to have the excused college day granted. Forms must be completed by the student, parent and institution along with an official college seal. If a seal is not available, documentation on letterhead must accompany request form.

Part I – To be completed by student and parent

Student Name _____ Student ID _____

College or Institution _____ Date(s) of Visit _____

Student Signature _____ Parent Signature _____

Part II - Student secures the appropriate signature and seal from the college and returns to Attendance

College Representative Printed Name _____ Title _____

College Representative Signature _____ Date of Visit _____

College Seal or Stamp

If no stamp or seal, note on letter head should be attached behind this form.

Part III – High School Office Use Only

_____ Approved _____ Denied _____
Attendance Secretary _____ Date _____