

Student Name: _____

College Visit Checklist

Use this form each time you visit a school to help you keep track of what you've seen.

College Name _____ **Date of visit** _____

Admissions Contact

Name _____ **E-mail** _____ **Phone** _____

To-Do Checklist:

- | | |
|--------------------------------|------------------------------------|
| ____ Talk to professors | ____ Talk to students |
| ____ Visit the library | ____ Visit student housing |
| ____ Tour campus | ____ Read bulletin boards |
| ____ Sit in on a class | ____ Check out rec facilities |
| ____ Eat at a cafeteria | ____ Check out student activities |
| ____ Talk to admissions office | ____ Tour surrounding community |
| ____ Read college newspaper | ____ Eat at an off-campus hang-out |
| ____ Check out computer labs | ____ Picture yourself living here |

Ratings:

Scale of 1-5, 5 highest:

People _____

Social life _____

Classrooms _____

Residence halls _____

Town _____

Campus _____

Food _____

Ask a Student:

What is the best part about this college?

What is the worst part?

What is a typical day like?

What do students do on weekends?

Why did you choose this college?

Has it lived up to your expectations?

Evaluate:

What was the best part of my visit?

What was the worst part of my visit?

Signature of College Representative: _____

SPCS Juniors/Seniors -

Congratulations on reaching the point in your academic career that you are interested in pursuing information, acceptance and visits to the potential college(s) of your choice! As you plan your college visit, you may want to visit the following websites that contain information which should be helpful to you (and/or to your parents)! These are:

- > [The College Campus Tour Checklist - College Board Blog](#)**
- > [Campus Visit Checklist \(collegeboard.org\)](#)**

You will also need to keep in mind the following when planning a college visit that requires you to miss a day (or more) of classes.

- > You are allowed TWO college days per academic year that can be documented as excused absences. If one visit consists of two (or more) days, this would result in no other excused absences for college visits. Additionally, each day after two (should your visit be longer than two days) will then be considered unexcused.**
- > You MUST have the date of your college visit approved by an administrator no less than TWO WEEKS prior to your visit.**
- > It is your responsibility to collect AND complete ALL classwork that will be missed during your absence prior to being absent. This includes taking any assessments that will occur during your absence, unless your instructor determines otherwise. Written work (classwork and/or homework) must be submitted before the date of your absence.**
- > You must print, complete and return the college visit checklist upon returning to school. This should be submitted to the guidance counselor.**

Please use this portion of the form to request a college day visit:

Student Name: _____ **Grade:** _____

College Visit Destination: _____ **Date of College Visit:** _____

The student listed above has been approved for a college visit on the date(s) listed.

Administrator Signature: _____

Teacher Signatures: _____

