



Lincoln-Way Community High School East

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Dr. R. Scott Tingley
Superintendent
815-462-2130

Dr. Sharon Michalak
Principal
815-464-4130

Dr. Joseph Skarbek
Associate Principal
815-464-4234

Dr. Sarah Hogeveen
Associate Principal
815-464-4247

Mr. Mark Vander Kooi
Athletic Director
815-464-4138

Ms. Jeanne Schaefer
PPS Director
815-464-4155

COLLEGE/UNIVERSITY VISITATION INFORMATION

Dear College/University Officer:

Lincoln-Way East High School allows junior and senior students the opportunity to visit institutions of higher learning to assist them in the process of making an informed decision regarding the continuation of their education. In accordance with our attendance policy, we request that this form may be signed by an official at the named institution as a means of verifying this visitation.

Thank you for your time and effort on behalf of Lincoln-Way East and our students.

Dr. Sarah Hogeveen
Associate Principal
Lincoln-Way East High School
815-464-4247



Attach Business Card
Here

This form is for the documentation of an absence from school. Seniors are allowed three visitation days, while juniors are allowed two. One half (1/2) day will be allowed to visit local community colleges. **College days are not allowed in May or June** unless the student has an appointment for registration/orientation. A parent phone call is required for **all** college visits.

Student's Name: _____ ID Number: _____

Name of College/University: _____

Date of Visit: _____

Official's Signature Title Telephone

Parent's Signature

Student's Signature

"The Lincoln-Way Community High Schools are committed to providing the experiences and opportunities necessary to maximize the academic and social growth of all students."