



**CYPRESS WOODS HIGH SCHOOL
2023-2024**

MILITARY VISITATION

Campus Name: _____ Date of Request: _____

Students 17 years of age or older are allowed a total four (4) days during their enrollment in High School for activities related to pursuing enlistment in a branch of the United States uniformed services or Texas Army National Guard. Each student must complete and return this form to their campus Attendance Office in order to have an absence excused otherwise, the excuse will not be changed to an excused absence.

Both the student and the parent(s) must sign the Military Branch Visitation Form in order to be accepted. Upon completion of the student's visit to the recruitment office, the Military Recruiting Office/Representative must complete **Part II, Military Branch Confirmation** section below and provide a letter on military branch letterhead as documentation of the student's visit.

Part I – To be completed by the student and parent(s). (Print only)			
Student's Full Name (Print):	Student's ID#:	Student's DOB:	Student's Current Grade:
Military Branch Visiting:	Visit Date:	Time:	Student will be absent: [] All Day [] Half Day (Time)
Student's Signature:	Parent/Legal Guardian Name:	Tel. #:	

As the parent / legal guardian of the above-named student, I do hereby give my consent and authorization for my child to be absent from school on the date(s) and time(s) noted above. I understand this request is for him/her to visit with the local Military Recruiting Branch of their choice. I am aware that a letter on a military branch letterhead must be returned with this form to my child's school's Attendance Office confirming their visit to the recruiting office. In order to have the absence excused this letter must be returned immediately after their visit, otherwise I am aware that the absence will not be excused.

Parent/Legal Guardian Signature Date

Part II: Military Branch Confirmation of Student's Visit			
Military Representative (PRINT):	Military Representative Signature:	Official Title:	Confirmation Date of Visit:
Letterhead Attached:			
[] YES, provided letterhead	Military Branch Rep: _____	Date: _____	
[] NO, not provided	Military Branch Rep: _____	Date: _____	
If No, please provide a reason: _____			
Part III : Cypress-Fairbanks ISD Attendance Office			
[] Approved	Attendance Staff: _____	Date: _____	
[] Denied	Attendance Staff: _____	Date: _____	
If Denied, please provide a reason: _____			