



Lincoln-Way Community High School Central

1801 E. Lincoln Highway • New Lenox, Illinois 60451-3801
815.462.2100 • 815.485-7648 Fax • Web: lw210.org/central

Lincoln-Way Central High School College/University Visitation Information

Dr. R. Scott Tingley
Superintendent
815.462.2130

Dr. Steven Provis
Principal
815.462.2151

Dr. Beth McNamara
Associate Principal
815.462.2172

Dr. Veronica Shaw
Associate Principal
815.462.2284

Mr. Jason Helbling
Athletic Director
815.462.2323

Ms. Janet Reis
PPS Director
815.462.2224

Dear College/University Officer:

Lincoln-Way Central 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 be signed by an official at the named institution as a means of verifying this visitation. Student must be called in absent to the attendance hotline at (815) 485-7777. The absence will become a documented college day upon receipt of this completed form.

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

Veronica Shaw, Ed.D.
Associate Principal
Lincoln-Way Central High School
Phone: (815)462-2284

Attach Business Card Here ↑

Only this form will be accepted for the documentation of the absence. Seniors will be allowed three visitation days while juniors will be allowed two. One half day will be allowed to visit Joliet Junior College. **College days or job shadowing days are not allowed in May or June** unless the student has an appointment for registration/orientation. **You MUST get a business card from the official you meet with and attach, this form will not be accepted without it.**

Student's Name: _____ ID Number: _____

Name of College/University: _____

Date of Visit: _____

(Official's Signature)

(Title)

(Telephone)

(Parent's Signature)

(Student's Signature)

For LWC Attendance Office Use Only:

Total number of college visits this year: 1 2 3