

# CYPRESS WOODS HIGH SCHOOL



## Military Branch Visitation Request Form 2019-2020

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Students are allowed a total of four days during their enrollment in high school for activities related to pursuing enlistment in a branch of the U.S. Armed Services or Texas National Guard; and must obtain a Military Branch Visitation Request Form prior to each visit. The form may be obtained from the Attendance Office and should be returned as instructed in order to have the absence excused. Both the student and parent must complete the form. Upon visiting the recruitment office the recruiter must complete their section and prepare documentation on letterhead to accompany the Military Branch Visitation Request Form.

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### ***Part I – To be completed by student and parent***

Date \_\_\_\_\_

Student Name \_\_\_\_\_ Student ID \_\_\_\_\_ Grade \_\_\_\_\_

Military Branch \_\_\_\_\_ Date of Visit \_\_\_\_\_

Student Signature \_\_\_\_\_ Parent Signature \_\_\_\_\_

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### ***Part II- Student secures the appropriate signature and letter from the Military Branch and returns this form to the Attendance Office***

Military Representative Printed Name \_\_\_\_\_ Title \_\_\_\_\_

Military Representative Signature \_\_\_\_\_ Date of Visit \_\_\_\_\_

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### ***Part III – High School Office Use Only***

\_\_\_\_\_ Approved \_\_\_\_\_ Denied \_\_\_\_\_

Attendance Secretary's Signature

Date