



Program: 2018 High School Summer Program – Putney Campus

From: Office Student Accounts

Re: Permission to Leave Campus (Optional)

Dear Parents & Guardians,

Students are strongly encouraged to remain on campus throughout the duration of the program.

However, if a student must temporarily leave campus at any point for a non-program related reason, a parent or legal guardian must complete this form for each instance in which the student will be absent. It should also be completed if someone other than parent or legal guardian will be picking up a student at the end of the program.

Students may only leave campus accompanied by a parent, legal guardian, or individual identified on this signed form. This form must be completed for any program absence for any period of time – even if it is with the custodial parent/guardian.

If an absence is planned but the date and/or time are as yet uncertain, this form may be faxed in when details are known (for planning purposes please fax form as far in advance as possible).

Due to safety concerns, access to the residence halls is restricted to High School Summer Program students and staff. All others must check in with Campus Safety located in Davis Hall (Upper Campus) before proceeding to the residence hall and must be accompanied by a High School Summer Program staff member.

Please return the following information by mail or FAX to 802-387-6703. Your permission, along with the following details, will be kept on file.

### Authorization to Leave Campus

I hereby grant permission for my student to temporarily leave for the dates and times shown below and to be accompanied off campus with the person(s) listed below. I acknowledge that Landmark College is not responsible for my student while they are away from campus with my permission granted by this authorization.

.....  
Student Name (please print)

.....  
Departure Date

.....  
Departure Time

.....  
Return Date

.....  
Return Time

.....  
Person to Accompany Student

.....  
Phone Number

.....  
Parent/Guardian Name (please print)

.....  
Phone Number

.....  
Parent/Guardian Signature

.....  
Departure Time