



Off- Campus Permission Form

Your student is registered for either an online college course, on-campus college course, or internship this semester, and therefore will be off campus during the designated time in your child's schedule. Please complete the following permission form to allow him/her to be off campus during those times.

Course Billing Information

- If pertaining to your child's specific course, a bill for your student's college course will be added to your family's online Holy Family eFunds account near mid-semester (3 credit courses are estimated at around \$325). Parents will receive an email when the course fee has been added to their family's eFunds account.
- Parents are to pay for this course through their eFunds platform only and **must not** pay NICC directly.

It is required for this completed form to be returned to Wahlert's Counseling Office (or emailed to dlensen@holyfamilydbq.org) PRIOR TO your student's first day of their college course. Please return this completed form to the Counseling Office as soon as possible.

Reminder – students taking internships, or in person college courses on a specific campus, will be off Wahlert campus for a full block as designated in their schedule (for example: 1st/2nd period, or 3rd/4th period, or 5th/6th period, or 7th/8th period). On the days your child does not attend class or their internship, this completed form allows them to be off campus at that time.

Permission to Leave Campus | 2022-2023

Student Name: _____

My student is taking an: Online College Course | On-Campus College Course | Internship
(please circle all that apply.)

"In signing this form, I am giving my child permission to be off campus during the time of their college course and/or internship this semester."

Parent Signature: _____

Date: _____

If you have any questions regarding this form, or your student's college courses or internship this semester, please contact Mrs. Katie Lenart with Wahlert Catholic High School's Counseling Office at (563) 583-9771 or klenart@holyfamilydbq.org.