

REGULAR WEEKEND AWAY FROM MERCERSBURG

Before you fill out this form you must discuss specific weekend plans with your adviser and your parents. You are then responsible for making sure that one of your parents talks with your adviser to grant permission for the weekend.

In addition, if you have weekend obligations such as athletic or other extracurricular commitments, restrictions from the dorm or Dean's office, or study hall for missing class or academic probation, you must notify the person in charge of that area and receive their permission for your leave, before you submit this weekend form.

I. **Name** _____ **Dorm** _____ **Class** IR LM UM SR
(Circle one)

Cell phone number where you can be reached while away _____

I will **leave** Mercersburg at _____ a.m. / p.m. on Friday, _____
(Hour) (Circle one) (Month & Day)

by _____ and will **return** to Mercersburg no later than
(means of transportation)

7:30 p.m. on Sunday, _____, by _____
(Month & Day) (means of transportation)

If other than parents' car, give name of driver or transportation service _____.

II. My **destination** for this weekend is: (check one)

_____ My home

_____ Other Name _____ Phone # _____
Address _____

III. The above is an honest statement of my weekend plans. I realize that dishonesty on this form or a change in weekend plans without notifying my adviser or the Dean and my parents is a violation of a major school rule, which could result in required withdrawal from school.

Student signature: _____ **Date** _____

You must notify the adviser or coach of any club, activity, or athletic team for which you might have some weekend obligation and have that person sign below.

(Activity) (Signature of Activity Adviser) (Approved/Disapproved)

To be completed by **Adviser:**

_____ I have talked with my advisee's parent(s). They are aware of and approve the plans stated above.
Comment, if necessary:

Adviser signature: _____ **Date** _____

Note: Any student who returns from the weekend early is under the rules of the school and must check in with the Duty Dean or with a dormitory faculty member as soon as possible. In addition, students on weekend leave are not allowed to be on campus during that weekend without permission of the Dean of Students or a Duty Dean.

Return completed form to the Dean's Office by 2 p.m. on Wednesday preceding the weekend to be taken.