

Summer at Columbia Overnight Leave Permission Form

For the safety and security of all students, Summer at Columbia residents are expected to remain on campus overnight in their assigned rooms for the duration of the program. If absolutely necessary that a residential student require overnight leave, **their caregiver must complete this form in its entirety and return via email to summer@colum.edu no less than 24-business hours prior to a student's departure from campus.**

Calls, emails without the completed form attached, student notifications to staff, or in-person notifications to staff cannot be accepted. This form cannot be used as a curfew extension.

Time/Date for Overnight Permission

Departure Date: _____ Time: _____

Return Date: _____ Time: _____
Must be prior to 10:00pm

Student Information

Student Name: _____

Cell Number: _____ Email: _____

Overnight Host Information

Host Name: _____

Relationship to Student: _____

Contact Number: _____

Address of Stay: _____

Caregiver Authorizing Permission

Name: _____ Contact Number: _____

Signature: _____ Date: _____