



## Student Shadow Visit Form

Dear Prospective RCLA student,

Thank you for your interest in RCLA. We are excited to share with you our students, staff, and our campus.

Please complete this form and submit it a week before your visit to:

Alexis Pimentel

Admissions Director

Email: [apimentel@tfhe.org](mailto:apimentel@tfhe.org)

Phone: 408.729.2282, Fax: 408.516.8910

Visiting student's name: \_\_\_\_\_ Age: \_\_\_\_\_

Visiting student's middle school: \_\_\_\_\_

**Principal/Vice Principal signature:** \_\_\_\_\_

*Note:*

All visits are from 8:00 am to 12:10 pm.

Please drop off student in the Main Office (Room #101) at 7:50 am and pick up in the main office at 12:10 pm.

During your visit to RCLA, we ask that you follow our schools expectations. Please read and sign that you understand the expectations that will apply during your visit.

- I understand and will follow the Zero Tolerance Policies at RCLA
- I will follow the dress code policy
- I will remain with my host student ambassador for the duration of the visit, including brunch and lunch.
- I will sign in at the Main Office at the beginning of the visit and receive and wear a visitor's pass.

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

**To be completed by Parent/Guardian:** Emergency Contact Information

Name: \_\_\_\_\_ Relationship: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Alternate Phone Number: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Does the visiting student have any medical conditions? Yes  No

If yes, please specify below: \_\_\_\_\_

As the parent/guardian of the visiting student, I understand that I will be contacted in case of an emergency

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

For more information, you may contact us at:

**Roberto Cruz Leadership Academy**

Alexis Pimentel

Admissions Director

14271 Story Road

San José, CA 95127

Admissions Office: 408.729.2282

Main office: 408.471.4680x4002