

NAME: _____ STUDENT # _____

GRADE: 9 10 11 12

NG-CLASS: _____ Q1-Q2-Q3-Q4—Period: 1-2-3-4-5-6-7-8 (EX: Chem-10th Grade Q2/3rd)

Past NG Make-up Option Card: Students making up deficient attendance marks must complete one or more of the following options and turn this option card with documented signatures/phone numbers etc. into the Attendance Office. *Please know that attendance will not change until completed options are verified.*

10 consecutive school days of perfect attendance in **all** classes (after the NG was earned) will erase one NG.

Dates _____.

Students who have a **NO NG** quarter will have NGs cleared from one previous quarter as far back as one year from the no NG quarter.

Students who **recover a class credit** by any means, i.e. CVHS, after school labs, credit recovery classes etc., or other approved after school programs, will erase one NG.

Students who complete **verifiable hours of service** with ***justserve.org*** or ***youthlinc.org***, school sponsored hours, or *prior administrative approved activities*, will erase NG's at the rate listed on back of card. Students will need to provide a log of service hours confirming the service was completed. (See back of card). Log must include place, type of service, printed name and signature of supervisory individual verifying total time with phone number.

Attendance _____

Administration Approval _____

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