

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 a previous 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** at school, **youthlinc.org**, school sponsored hours, or attending “School of Life,” will erase NG’s at the following rate: **older than one quarter = 2 hours of makeup time per NG, older than one academic year = 3 hours of makeup time per NG, older than two academic years = 4 hours of makeup time per NG, older than three academic year = 5 hours of makeup time per NG.** Students will need to provide a log of service hours confirming the service was completed. Log must include place, type of service, printed name and signature of supervisory individual verifying total time with phone number.

Attendance _____

Administration Approval _____

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 a previous 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** at school, **youthlinc.org**, school sponsored hours, or attending “School of Life,” will erase NG’s at the following rate: **older than one quarter = 2 hours of makeup time per NG, older than one academic year = 3 hours of makeup time per NG, older than two academic years = 4 hours of makeup time per NG, older than three academic year = 5 hours of makeup time per NG.** Students will need to provide a log of service hours confirming the service was completed. Log must include place, type of service, printed name and signature of supervisory individual verifying total time with phone number.

Attendance _____

Administration Approval _____