

## GRADUATION REQUIREMENTS CHECKLIST

Student Name: \_\_\_\_\_

<u>Date</u>	<u>Initials</u>	
<input type="checkbox"/>	_____	Textbooks, Sports Uniforms and/or Equipment, and other Class Materials Returned in Acceptable Condition (Individual Teachers – N/A if Not Applicable)
	_____	Mrs. Adams
	_____	Mr. Landon
	_____	Mr. Day
	_____	Dr. Melton
	_____	Mrs. Detweiler
	_____	Dr. Myers
	_____	Mr. Fleetman
	_____	Mrs. Russo
	_____	Mrs. Frick
	_____	Mr. Onasch
	_____	Mrs. Gainer
	_____	Mr. Schwartz
	_____	Mr. Gehman
	_____	Mrs. M. Stauffer
	_____	Mr. Godsey
	_____	Ms. L. Stauffer
	_____	Mr. Henry
	_____	Mr. Stone
	_____	Dr. Hilton
	_____	Mr. Sykes
	_____	Mrs. Hurley
	_____	Mr. Yunkin
<input type="checkbox"/>	_____	Locker Cleaned Out and Checked (Homeroom Teacher)
<input type="checkbox"/>	_____	Course Credits Obtained (DCI)
<input type="checkbox"/>	_____	Have Required GPA (DCI)
<input type="checkbox"/>	_____	Community Service Hours Record (25 hours) (DCI)
<input type="checkbox"/>	_____	Meeting with Career Guidance Concerning College/Career/Scholarships (Career Guidance Director)
<input type="checkbox"/>	_____	Attendance Requirement (Principal)
<input type="checkbox"/>	_____	Attended Senior Field Study (Headmaster) or project completed approved (DCI)
<input type="checkbox"/>	_____	Senior Dinner Presentation – Approved (Principal)
<input type="checkbox"/>	_____	Senior Dinner Presentation – Executed (Headmaster)
<input type="checkbox"/>	_____	Commencement Participation (Headmaster)
<input type="checkbox"/>	_____	Dayspring Code of Conduct through all graduation activities(Principal)
<input type="checkbox"/>	_____	Tuition Account Current (Business Office)
<input type="checkbox"/>	_____	Outstanding Fees and Fines Paid (Business Office – to be signed only after all teachers sign off that all items have been returned)
<input type="checkbox"/>	_____	NHS Collar Returned if Applicable (Office)

Diplomas may be picked up in the school office after 11:00 a.m. on **Monday, June 3**, provided all above obligations have been met. Please bring this completed form with you when picking up your diploma.  
***International students should inform the office if they are leaving before Monday, June 3.***