SENIOR CHECK-OUT SHEET
Submit completed form w/signatures to the Dean of Students Office by May 17, 2019.

STUDENT NAME (PRINT): ________________________________

I. Academic work is complete & the student is exempt from or has completed the Final Exam.

Teacher Signatures:

Period A: __________________________ Period E: __________________________
Period B: __________________________ Period F: __________________________
Period C: __________________________ Period 4: __________________________
Period D: __________________________

II. The Senior Presentation & Paper are complete.

Advisor: ______________________________

III. Library materials have been returned and/or charges paid.

Library Staff: __________________________

IV. Personal items have been removed from BAC.

Mr. Dorsett or Mrs. Jones: __________________________

V. Personal items have been removed from the Student Center, mailbox key returned (Boarders), etc...

Ms. James: __________________________

VI. The Senior’s Senior Board contribution is complete.

Mr. Griggs: __________________________

VII. College placement paperwork is complete.

Mr. Bridwell or Ms. Newberg: __________________________

VIII. Hours/Demerits have been served.

Mr. Foulk: __________________________

IX. Community Service hours are complete.

Mr. Foulk or Ms. James: __________________________

Boarders Only
X. Student’s room has been inspected for room damage, cleanliness. Belongings are packed, prepared for check-out.

Dorm Head or Dorm Parent: __________________________

International Students
XI. I-20 Transfer is complete.

Mrs. Harris: __________________________