

Campbell High School Senior Clearance Form

Library Materials, Laptops, Textbooks, Fines, and Parking Fees

This form must be returned by **Thursday, April 28th**

As part of the check-out process for graduating seniors, all fees/fines and action items must be cleared for students to be eligible to participate in the scheduled commencement ceremony or the receipt of the diploma. By the established deadline, students are responsible for ensuring all fees, fines & required action items have been cleared. For each item, the student will obtain the necessary school signature to verify the student's standing. **IMPORTANT:** If any fines or fees are incurred after this date, it can prevent a senior from receiving clearance to participate in scheduled graduation activities.

ONLY CASH OR MONEY ORDERS WILL BE ACCEPTED FOR PAYMENT OF FINES AND FEES. ALL PAYMENT SHOULD BE SUBMITTED TO MRS. ROWBOTTOM OR MS. WASHINGTON IN THE FRONT OFFICE.

FIRST NAME: _____ LAST NAME: _____

STUDENT ID#: _____

_____ I plan to participate in the 2022 Campbell High School Commencement Ceremony

_____ I **do not** plan to participate in the 2022 Campbell High School Commencement Ceremony

PARKING FEES CLEARED: _____

SCHOOL PERSONNEL SIGNATURE (**OFFICER MASON**)

TEXTBOOKS FEES CLEARED: _____

SCHOOL PERSONNEL SIGNATURE (**Mrs. Hallacy/Dr. Nelson**)

LIBRARY MATERIALS RETURNED: _____

SCHOOL PERSONNEL SIGNATURE (**Mrs. Blaydes/Mr. Spinks/Ms. Glaiber**)

SCHOOL LAPTOP RETURNED: _____

SCHOOL PERSONNEL SIGNATURE (**Mrs. Blaydes/Mr. Spinks/Ms. Glaiber**)

____ I need to keep my laptop for final exams. I understand that returning it is a requirement for graduation.

FINE ARTS FEES CLEARED: _____

SCHOOL PERSONNEL SIGNATURE (**Mr. Autry**)

ATHLETIC FEES CLEARED: _____

SCHOOL PERSONNEL SIGNATURE (**Dr. Hutson/Coach Shaner**)

COUNSELING TASKS CLEARED: _____

SCHOOL PERSONNEL SIGNATURE (**Counseling Office**)

Counseling Department Clearance Items

1. Report all Scholarship offers to Yolanda.Wright@cobbk12.org. **Deadline: Thurs, April 28th**
2. Complete the Graduation Survey in Naviance. **Deadline: Thurs, April 28th**
 - a. Log into Naviance; About me; Surveys, Surveys from your school, Class of 2022 Grad Survey, click save
3. Submit information for Final Transcript. Each graduate will receive 1 FREE final transcript submitted to their institution of choice. You will select the institution as "attending" (below the list of schools in "I'm applying to" list in Naviance. Should you need additional transcripts, please email DeUndra.Askew@cobbk12.org and pay \$2 each on MyPaymentsPlus or cash with Mrs. Askew in the counseling office. **Deadline: April 29th**
Additional information about the 3 required items can be found on www.campbellhscounseling.com

****This form must be completed and returned for each graduate to receive Commencement Ceremony Tickets and Diploma. ****