

Spring 2022 End of Year Attendance Makeup

Attendance Make-up for Quarter 4 classes, 2nd Semester classes and Year-long classes

- ❖ **When:** May 2- May 31 (Senior makeup dates: May 2- May 19).
- ❖ Sign up begins April 26 in Office 120 and Office 123.
- ❖ **Time:**
 - Mondays and Wednesdays (3:30 - 5:00 PM)
 - Tuesdays and Thursdays (3:30 - 6:30 PM)
 - Students may use a late-in or early-out schedule to complete attendance make-up.
- ❖ **Who needs to attend:**
 - Students over on their days and currently have a passing grade in their class.
 - Students are only allowed to make up:
 - 3 sessions for each quarter class.
 - 5 sessions for each semester class.
 - 10 sessions for each year long class.
 - **Any attendance make-up beyond 3, 5 or 10 allowed sessions will require administrative approval.**
- ❖ **Cost:**
 - **A \$15.00 registration fee (one payment covers all sessions).**
 - Must be paid on RevTrak before attending the first session.
 - **All outstanding school fees must be paid before attendance makeup will be scheduled.**
- ❖ **Registration Forms can be obtained from:**
 - Office 120, Office 123
 - Attendance, Guidance and Front Atrium
 - Forms may also be found on our website: www.ccsdschools.com/jichs
- ❖ **Attendance Makeup Requirements:**
 - Students must wear their school ID to be checked in.
 - Students will need to bring their charged school-issued Chromebook and will be expected to work the entire time.
 - Use of cell phones is not allowed during Attendance Makeup. Any violations may result in immediate dismissal, fee forfeiture, and credit denial.
 - Arrive on time and stay for the full session.