JICHS 1st Semester and Q2 Attendance Make-up
(Revised 11/16/2023)

❖ Dates: December 11-14, 2023 and January 8-22, 2024
❖ Time: After school (Monday - Thursday, 3:30 - 5:00 PM). Students with a late-in or early-out schedule may use this time for attendance make-up.
❖ Saturday sessions will be January 13 and January 20 (8:30-11:30 AM).

❖ Who needs to attend:
  ➢ Students enrolled in a quarter 2 class and are over on their 3 allowed days with unexcused absences.
  ➢ Students enrolled in a semester class and are over on their 5 allowed days with unexcused absences.
  ➢ Students must currently be passing the class.
  ➢ Students are only allowed to make up 3 sessions for a quarter class and 5 sessions for each semester class.
  ➢ Any attendance make-up beyond 3 or 5 allowed sessions will require Administrative approval.

❖ Cost:
  ➢ A $15.00 registration fee (one payment covers all sessions)
  ➢ Must be paid on RevTrak.

❖ Registration Forms may be obtained from:
  ➢ Office 120, Office 123
  ➢ Attendance, Guidance and Main Offices
  ➢ Forms may also be found on our website (www.ccsdschools.com/jichs)

❖ 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.
  ➢ The no cell phone policy will be enforced. Phones, bluetooth devices and smart watches must be powered off and placed inside a closed Yondr pouch.
  ➢ Any violations may result in immediate dismissal, fee forfeiture, and credit denial.
  ➢ Students will arrive on time and stay for the full session.
JAMES ISLAND CHARTER HIGH SCHOOL

90 Minute Session

FIRST SEMESTER/Q2 ATTENDANCE MAKE-UP FORM FALL 2023
(Revised 11/16/23)

Student: ___________________________ Course name: ________________ Period: _____
Teacher: ___________________________ Number of Sessions: _____

*STUDENT MUST BE PASSING THE CLASS*

Students:

- Attendance Makeup requires a flat registration fee of $15.00 and must be paid on RevTrak in order to receive credit by the completion of your scheduled attendance makeup.
- One payment covers all sessions. Fee is non-refundable.
- Late arrival or early departure from makeup sessions will result in fee forfeiture and denial of credit.

- Students will adhere to JICHS campus rules and regulations. Any violations will result in immediate dismissal, fee forfeiture, and credit denial.

- To receive credit, students must pay the registration fee on RevTrak, serve time in Attendance Makeup, and complete work assigned by their teacher.

<table>
<thead>
<tr>
<th>Required Signatures</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Student</td>
<td></td>
</tr>
<tr>
<td>2. Teacher</td>
<td></td>
</tr>
<tr>
<td>3. Parent</td>
<td></td>
</tr>
<tr>
<td>4. Attendance</td>
<td></td>
</tr>
<tr>
<td># of sessions</td>
<td></td>
</tr>
<tr>
<td>5. Administrator</td>
<td></td>
</tr>
</tbody>
</table>

Received By: ___________________________ Paid: ________________ Date: ________________