

Official Discipline and Attendance Report

Student / Parent fills out this section:

Student's Name: _____		
Address: _____		
City: _____	State: _____	Zip Code: _____
Present School: _____	Current Grade: _____	
I, _____ (print student name) have applied for admission to Saint Ignatius College Prep. You are hereby authorized to release the information requested below and discuss any attendance or disciplinary issues with a Saint Ignatius College Prep school official.		
Student's Signature: _____		
Parent / Guardian's Name (print): _____		
Parent / Guardian's Signature: _____		

This form should then be given to the Dean of Students or Principal's Office of the student's current school for completion.

1. Dates attended: _____ to _____
2. Attendance Record: Days Absent: _____ Times Tardy: _____
3. Discipline Record: Are there any notations regarding the following issues for this student?

Truancy	Yes	No
Smoking, Drug, and/or Alcohol Violations	Yes	No
Major misconduct (fighting, stealing, etc.)	Yes	No
Excessive Detentions	Yes	No
Suspension	Yes	No
Other (please explain)	Yes	No

4. Based on his/her disciplinary record, would this student be allowed to return to your school next semester?

Yes	No
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Signature of School Official: _____ Date: _____

Title of School Official: _____ Phone number: _____

Please return this form directly to Saint Ignatius College Prep. Do not return to student.