Lake Shore Compact
Capstone Check-Out
CTE Programs

Checkout will begin on May 1st with your academic class teachers and other home high school personnel. Your home high school administrator or designee must sign this form and approve your Capstone prior to exiting. Students will not be permitted to attend Capstone without their home high school approval. Final check out with your program instructor will be on May 1st. You must attend all of your classes on May 1st.

Student Name: ________________________________________      CTE Program: ________________________________

Student Contact Information: Phone: __________________________ Email: ________________________________________

Home School: __________________________________________

Capstone Location: _______________________________________

Capstone Onsite Coordinator Contact Name: __________________________

Capstone Onsite Coordinator Phone Number: __________________________

Subject | Teacher | Passing 4th 9 Wks. | Passing Year | Books Returned
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CTE Program | | | | |
English | | | | |
Math | | | | |
Science | | | | |
Social Studies | | | | |
Elective(s) | | | | |

Each item must be initialed:
Commitment Form Completed (Instructor) __________ MacBook Returned (IT) __________
Treasurer/Bookstore (verify fees owed) __________ Follow up Survey Completed (CTE Staff) __________
Media Center/Library (overdue materials) __________
Clinic (nurse) __________
Graduation Participation Form (Unit 12) __________
Final Transcript Request (Guidance) __________
Food Services Fees Paid (MHS Cafeteria) __________

This completed form must be approved by your Home High School designee, your CTE program instructor and by the CTE administrator prior to exiting for Capstone. The Home High School must check: "Yes Approved" or "Not Approved"

____________________________________________________
School administrator/designee Signature

Yes Approved [ ]   Not Approved [ ]

____________________________________________________
CTE Instructor

____________________________________________________
CTE Administrator