

# Shonto Preparatory Technology High School

## ENROLLMENT



Thank you for your interest in Shonto Preparatory Technology High School. Below is a checklist to assist you with the application and required forms submission process. Complete all forms listed below **after you have submitted your Enrollment Application** and have been admitted to the school. Please submit all required documents (other than the Enrollment Application) at one time. Any residential enrollments must have prior approval at Shonto Preparatory Technology High School before enrolling in the program.

### Required Forms and/or Documents

- ☐ Enrollment Application (Paper Form)  
*Application must be complete, signed and dated. Do not resend if you have already submitted an application*
- ☐ Form A: Arizona Department of Education – Arizona Residency Documentation Form  
*Form must be complete, signed and dated*
- ☐ Form B: State of Arizona – Affidavit of Shared Residence
- ☐ Proof of Arizona Residency - *Provide a copy of proof of residency (utility bill, etc)*
- ☐ Form C: Location of Residency – *draw map of home location*
- ☐ Form D: ESEA (Title I) Income Eligibility

NOTE: Form A (Proof of Arizona Residency) is included in the Student Enrollment Application. The forms listed above are required to complete the registration process.

### **Shonto Preparatory Technology High School Enrollment Contact**

**Marion Calamity, HS Administrative Assistant/Registrar  
PO Box 7900, Shonto, AZ 86054**

**Phone: 928-672-3500 opt#2    Fax: 928-672-3504    Email: [mcalamity@shontoprep.org](mailto:mcalamity@shontoprep.org)**



Please use a Black or Blue ink

Returning Student?	Yes	No	New Student?	Yes	No	Grade
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School Name _____	Date Withdrawn _____
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Address	Phone Number
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Student Name: \_\_\_\_\_ School ID# \_\_\_\_\_

Last                      First                      Middle

Birth Date: \_\_\_\_\_ Gender: Male Female

Status: Walker Bus Rider Dorm

**Mailing Address:** \_\_\_\_\_

Home/Cell Phone: \_\_\_\_\_ Alternate Contact Phone: \_\_\_\_\_

(If there is a divorce, separation, or guardianship, please provide documentation)

Last Name	First Name	Lives with	Custody	Place of Employment	Work Phone
Mother:					
Father:					
Legal Guardian:					

Parent(s)/Guardian(s) email address: \_\_\_\_\_

**1<sup>st</sup> contact**

Name \_\_\_\_\_

Phone # \_\_\_\_\_

Relationship \_\_\_\_\_

## 2<sup>nd</sup> Contact

Name \_\_\_\_\_

Phone # \_\_\_\_\_

Relationship

## SIBLING INFORMATION

Please list all siblings in the household that attend Shonto Preparatory Schools:

1. Name _____	Grade _____	4. Name _____	Grade _____
2. Name _____	Grade _____	5. Name _____	Grade _____
3. Name _____	Grade _____	6. Name _____	Grade _____

## STUDENT CHECKOUT RELEASE DATA

**I AUTHORIZE THE FOLLOWING PERSON/PEOPLE TO CHECK OUT MY CHILD FROM SCHOOL.** The people on this list must be over 18 years old; school personnel may ask to see an ID card. Phone calls and notes will not be accepted as authorization. Any release of a student requires proper check out procedures in the office. This policy is written in the Student Handbook.

1. Name _____	Relationship _____
2. Name _____	Relationship _____
3. Name _____	Relationship _____
4. Name _____	Relationship _____

The following persons/people **ARE NOT** allowed to pick up my child from school at any time.

1. Name _____	Relationship _____
2. Name _____	Relationship _____

## MILITARY STUDENT IDENTIFIER (MSI) DATA COLLECTION SURVEY

This form is required<sup>1</sup> by the Arizona Department of Education. Please fill out the following form, sign and return to the school.

- ☐ Student is a dependent of a member of the Army, Navy, Air Force, Marine Corps or Coast Guard on Active Duty
- ☐ Student is a dependent of a member of the Arizona National Guard (Army, Air Guard or State Guard)
- ☐ Student is a dependent of a member of a reserve force in the United States military (Army, Navy, Air Force, Marine Corps or Coast Guard)
- ☐ None of the above

<sup>1</sup>Shonto Preparatory Technology High School will not deny enrollment if a parent chooses to withhold this information. This item will not be used in the enrollment decision-making process.

I am legally responsible for this student and hereby apply for their admission to Shonto Preparatory Technology High School. Therefore, I certify that the foregoing information is accurate and complete to the best of my knowledge. I also understand that additional information may be requested by the school from me and other public agencies in accordance with the rules and regulations or the Family Privacy Act to complete the enrollment of my child.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Registrar

\_\_\_\_\_  
Date

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Date

☐ New Enrollment

☐ Returning

☐ Approved

☐ Approved with Contract

☐ Denied

## ARIZONA RESIDENCY DOCUMENTATION



State of Arizona  
Department of Education  
Arizona Residency Documentation Form

# Arizona Residency Documentation Form

Student's Name \_\_\_\_\_ Name of School \_\_\_\_\_

Name of District or Charter Holder \_\_\_\_\_

Name of Parent or Legal Guardian \_\_\_\_\_

As the Parent/Legal Guardian of the Student, I attest that I am a resident of the State of Arizona and submit in support of this attestation a copy of the following document that displays my name and residential address or physical description of the property where the student resides **(check one and submit a copy of the document with this signed form)**:

- ☐ Valid Arizona driver's license, Arizona identification card or motor vehicle registration
- ☐ Valid Arizona Address Confidentiality Program authorization card
- ☐ Real estate deed or mortgage documents
- ☐ Property tax bill
- ☐ Residential lease or rental agreement
- ☐ Water, electric, gas, cable, or phone bill
- ☐ Bank or credit card statement
- ☐ W-2 wage statement
- ☐ Payroll stub
- ☐ Certificate of tribal enrollment (506 Form) or other identification issued by a recognized Indian tribe in Arizona
- ☐ Documentation from a state, tribal or federal government agency (Social Security Administration, Veteran's Administration, Arizona Department of Economic Security)
- ☐ Temporary on-base billeting facility (for military families)
- ☐ Consular identification card issued by a foreign government as a valid form of identification if the foreign government uses biometric verification techniques in issuing the consular identification card, I am currently unable to provide any of the foregoing documents. Therefore, I have provided an original affidavit signed and notarized by an Arizona resident who attests that I have established residence in Arizona with the person signing the affidavit.
- ☐ I am currently unable to provide any of the foregoing documents. Therefore, I have provided an original affidavit signed and notarized by an Arizona resident who attests that I have established residence in Arizona with the person signing the affidavit.

**Parent/Guardian Signature** \_\_\_\_\_

**Date** \_\_\_\_\_



**State of Arizona  
Affidavit of Shared Residence**

Student Name: \_\_\_\_\_

Parent/Legal Guardian Name: \_\_\_\_\_

School Name: \_\_\_\_\_

School District or Charter Holder: \_\_\_\_\_

Name of Arizona Resident: \_\_\_\_\_

I, (resident name) \_\_\_\_\_ swear or affirm that I am a resident of the State of Arizona and that the persons listed below reside with me at my residence, described as follows:

Persons who reside with me: \_\_\_\_\_

Location of my residence: \_\_\_\_\_

I submit in support of this attestation a copy of the following document that displays my name and current residence address or physical description of my property:

- \_\_\_\_\_ Valid Arizona driver's license, Arizona identification card or motor vehicle registration
- \_\_\_\_\_ Valid Arizona Address Confidentiality Program authorization card
- \_\_\_\_\_ Real estate deed or mortgage documents
- \_\_\_\_\_ Property tax bill
- \_\_\_\_\_ Residential lease or rental agreement
- \_\_\_\_\_ Water, electric, gas, cable, or phone bill
- \_\_\_\_\_ Bank or credit card statement
- \_\_\_\_\_ W-2 wage statement
- \_\_\_\_\_ Payroll stub
- \_\_\_\_\_ Certificate of tribal enrollment (506 Form) or other identification issued by a recognized Indian tribe in Arizona
- \_\_\_\_\_ Documentation from a state, tribal or federal government agency (Social Security Administration, Veteran's Administration, Arizona Department of Economic Security)

Printed Name of Affiant: \_\_\_\_\_

Signature of Affiant: \_\_\_\_\_

### Acknowledgement

State of Arizona

County of \_\_\_\_\_

The foregoing was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 20 ,

By \_\_\_\_\_

My Commission Expires:

\_\_\_\_\_  
Notary Public

\_\_\_\_\_

## LOCATION OF RESIDENCY

In the space provided, please indicate the location of your home.

Description of Home and its location

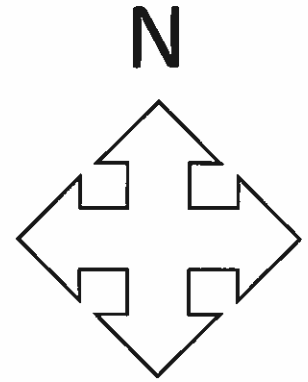
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# ESEA Guidelines to Determine Student Eligibility

The Arizona Department of Education provides the following FY 2023/24 Income Guidelines for determining eligibility information for federal funding associated with programs funded under the Elementary and Secondary Education Act, ESEA.

Is your family at or below the current income guidelines based on the ESEA Eligibility Guideline schedule below (please check one)?

☐ Yes, using Indicator 1 (Reduced)

☐ Yes, using Indicator 2 (Free)

☐ Not Eligible (N)

Definition of Income: all items such as wages and salaries before any deductions, and other income, such as self-employment, welfare, social security, retirement benefits unemployment compensation, workers compensation, Aid for Dependent Children, alimony, child support, pensions, insurance or annuity payments, etc.

If your family qualifies, please complete the following information for each child:

Child's Name (only children ages 5-17 inclusive)	Name of School	Grade

I hereby certify that all of the above information is true and correct.

Parent/Guardian's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

INCOME ELIGIBILITY GUIDELINES											
Effective from July 1, 2023 to June 30, 2024											
HOUSEHOLD SIZE	FEDERAL POVERTY GUIDELINES	REDUCED PRICE MEALS - 185 %					FREE MEALS - 130 %				
	ANNUAL	ANNUAL	MONTHLY	TWICE PER MONTH	EVERY TWO WEEKS	WEEKLY	ANNUAL	MONTHLY	TWICE PER MONTH	EVERY TWO WEEKS	WEEKLY
48 CONTIGUOUS STATES, DISTRICT OF COLUMBIA, GUAM, AND TERRITORIES											
1	14,580	26,973	2,248	1,124	1,038	519	18,954	1,580	790	729	365
2	18,720	36,482	3,041	1,521	1,404	702	25,636	2,137	1,069	986	493
3	24,860	45,991	3,833	1,917	1,769	885	32,318	2,694	1,347	1,243	622
4	30,000	55,500	4,625	2,313	2,135	1,068	39,000	3,250	1,625	1,500	750
5	35,140	65,009	5,418	2,709	2,501	1,251	45,682	3,807	1,904	1,757	879
6	40,280	74,518	6,210	3,105	2,867	1,434	52,364	4,364	2,182	2,014	1,007
7	45,420	84,027	7,003	3,502	3,232	1,616	59,046	4,921	2,461	2,271	1,136
8	50,560	93,536	7,795	3,898	3,598	1,799	65,728	5,478	2,739	2,528	1,264
For each add'l family member, add	5,140	9,509	793	397	366	183	6,682	557	279	257	129



# Shonto Preparatory Technology High School

## REGISTRATION



Thank you for your interest in Shonto Preparatory Technology High School. Below is a checklist to assist you with the application and required forms submission process. Complete all forms listed below **after** you have **submitted your Enrollment Application** and have been admitted to the school. Please submit all required documents (other than the Enrollment Application) at one time. Any residential enrollments must have prior approval at Shonto Preparatory Technology High School before enrolling in the program.

### Required Forms and/or Documents

- ☐ Form A(1): PHLOTE Home Language Survey – *Form must be completed, signed and dated*
- ☐ Form A(2): McKinney-Vento Eligibility Questionnaire- *Form must be completed, signed and dated*
- ☐ Form B: Student Request for Records- *Form must be completed, signed and dated*
- ☐ Form C: FERPA-Family Educational Rights and Privacy Act- *Form must be completed, signed and dated*
- ☐ Form D: Title VI ED 506 Indian Student Eligibility Certification Form  
*Form must be completed, signed and dated.*
- ☐ Form E: Impact Aid Program Survey Form- *Form must be completed, signed and dated*
- ☐ Form F: Health Information and Medical Consent Forms- *Form must be completed, signed and dated*
- ☐ Form G: Exceptional Programs Data- *Form must be completed, signed and dated*
- ☐ Form H: Notice of Navajo Nation Truancy Law-*Form must be completed, signed and dated -*
- ☐ Form I: Permission and Release to Publish- *Form must be completed, signed and dated*
- ☐ Form J: Internet Agreement- *Form must be completed, signed and dated*
- ☐ Form K: Certificate of Indian Blood- *Provide a copy of Certificate of Indian Blood*
- ☐ Form L: Up-to-date Immunization Records-*Provide a copy of the up-to-date Immunization Records*
- ☐ Form M: Guardianship Documentation (if applicable)-*Provide a copy of the Guardianship Document*
- ☐ Form N: Birth Certificate – *Provide a copy of Birth Certificate*

NOTE: Form B (Proof of Arizona Residency) is included in the Student Enrollment Application. The forms listed above are required to complete the registration process.

### Shonto Preparatory Technology High School Enrollment Contact

Marion Calamity, HS Administrative Assistant/Registrar

PO Box 7900, Shonto, AZ 86054

Phone: 928-672-3500 opt#2      Fax: 928-672-3504      Email: [mcalamity@shontoprep.org](mailto:mcalamity@shontoprep.org)



## Arizona Department of Education

### Office of English Language Acquisition Services

#### Home Language Survey

The responses to this Home Language Survey (HLS) are used by the school to provide the most appropriate instructional programs and services for the student. **The answers below will determine if a student will take the Arizona English Language Learner Assessment (AZELLA).** Please respond to each of the three questions as accurately as possible. If you need to correct any of your responses, this must be done before the student takes the AZELLA Placement Test.

**1. What language do people speak in the home *most* of the time?**

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**2. What language does the student speak *most* of the time?**

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**3. What language did the student first speak or understand?**

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Student Name _____	District Student ID _____
Date of Birth _____	SSID _____
Parent/Guardian Signature _____	Date _____
District or Charter _____	
School _____	

Please provide a copy of the Home Language Survey to the EL Coordinator/Main Contact on site. In AzEDS, please enter all three HLS responses.

These HLS questions are in compliance with Arizona Administrative Code (R7-2-306(B)(1),(2)(a-c)). (Revised 01-2020)



State of Arizona  
Department of Education  
Office of English Language Acquisition Services

**20\_\_ - 20\_\_ Parental Notification and Consent Form  
for Student Placement in an English Language Learner (ELL) Program**

To the parent or guardian of \_\_\_\_\_  
Last Name First Name M.I. SAIS ID  
\_\_\_\_\_  
Student I.D. School Grade

Your child's English proficiency has been measured using *the Arizona English Language Learner Assessment*. The results of this assessment show that your child is at the "limited English proficiency" level, and qualifies for placement in a language instruction educational program.

English Language Learner programs adjust instruction to the child's strengths and needs. Instructional strategies, practices, and methods to help each child learn English and meet age appropriate academic standards are based upon scientific research. The expectations for the ELL students are to fully transition into mainstream classes, meet appropriate academic achievement standards for grade promotion, and to graduate from high school at the same rate as mainstream students. The teachers of special education ELL students will meet with the special education personnel to ensure that the objectives of the Individual Education Plans are incorporated into classroom instruction.

The status of your child's academic achievement is: (circle one)    below grade level    at grade level    above grade level

Your child has been placed in one of the following:

- \_\_\_\_\_ Structured English Immersion Program\*  
\_\_\_\_\_ Mainstream Classroom  
\_\_\_\_\_ Bilingual Education Program with required waiver\*

\*See the attached LEA program description as defined by A.R.S. § 15-751 and A.R.S. 15-753  
Description includes methodology, content, instruction, goals, use of English and a native language in instruction, how the program will meet the educational strengths and needs of their child, and the rate of transition to mainstream. See Title III Section 3302 (a) (3) (4) (5)

A student must obtain a composite score of proficient, as designated by the publisher, in order to achieve English language proficiency and exit the program.\*\*

\*\*See Title III, Section 3302 (a) (6)

**Parents have the right to choose among available program options, as well as to decline their child's enrollment in or to immediately remove their child from an ELL program.**

If you would like more information about the programs or instruction, or assistance in selecting a program, please contact your child's school.

\_\_\_\_\_  
Classroom teacher/Language Arts teacher signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent or legal guardian's signature

\_\_\_\_\_  
Date

**This form should be placed in the student's cumulative folder.**  
(Revised: July 2006)



# SHONTO PREPARATORY TECHNOLOGY HIGH SCHOOL

Promote creative problem solving through critical thinking while embracing Dine Language and Culture to create collaborative life-long learners.

East Hwy 160 & Route 98 ~ PO Box 7900 ~ Shonto, AZ 86054 ~ (928) 672-3500 ~ [www.shontoprep.org](http://www.shontoprep.org)

## Shonto Preparatory Technology High School

### McKinney-Vento Student Identification

Student Name:	Grade:
Parent/Guardian Name:	Date:

This document is to support the identification of children and youth, who can be assisted under the McKinney-Vento Act. Section 725(2) of the McKinney-Vento Act 10 defines individuals who:

- ☐ lack a fixed, regular, and adequate nighttime residence
- ☐ sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason (sometimes referred to as “doubled-up”)
- ☐ living in motels, hotels, trailer parks, or camping grounds due to lack of alternative adequate accommodations;
- ☐ living in emergency or transitional shelters
- ☐ abandoned in hospitals
- ☐ Children and youths who have a primary nighttime residence that is a public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings; (storage units)
- ☐ Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and
- ☐ Migratory children who they are living in circumstances described above.
- ☐ None of the above

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#### Office Use only:

The student qualifies for McKinney-Vento Act Section 725(2) funding purposes:

- ☐ Student qualifies
- ☐ Student does not qualify

---

High School Personnel who reviewed document

Date

## REQUEST FOR RECORDS



Date: \_\_\_\_\_

I hereby authorize Shonto Preparatory Technology High School to access the cumulative school records and special educational records of:

\_\_\_\_\_  
Student's Full Name                      Date of Birth                      Entering Grade

### Previous School:

School Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

I hereby authorize the release of my child's school records to Shonto Preparatory School:

\_\_\_\_\_  
Signature                      Relationship                      Date

(34 CFR § 99.31) The Federal Family Education Rights and Privacy Act (FERPA) states that the written consent of the parent/guardian/eligible student is not required to release education records to officials of other schools or school system in which the student seeks or intends to enroll.

*Bottom portion FOR OFFICE USE ONLY*

### Please send the following information for admissions:

- |   |  |
|---|--|
| <input type="checkbox"/> Withdrawal Form                      | <input type="checkbox"/> Copy of Certificate of Indian Blood       |
| <input type="checkbox"/> Transcripts of Grades                | <input type="checkbox"/> Copy of Birth Certificate                 |
| <input type="checkbox"/> Attendance Records                   | <input type="checkbox"/> Copy of Immunization/Health Records       |
| <input type="checkbox"/> Discipline Records                   | <input type="checkbox"/> Special Education Records and/or IEPs (If |
| <input type="checkbox"/> Standardized State Assessment Scores | Applicable). <b>Please make to the attention of our</b>            |
| <input type="checkbox"/> Proof of Physical Address            | <b>Exceptional Student Services.</b>                               |

Additional comments/requests

**Please send/fax/email records to:**

### Mail:

Shonto Preparatory Technology High School  
ATTN: M. Calamity, Administrative Assistant/Registrar  
P.O. Box 7900  
Shonto, AZ 86054

### Fax:

(928) 672-3504

### Email:

mcalamity@shontoprep.org

**Family Educational Rights and Privacy Act (FERPA)  
General Guidance for Parents**

FERPA is a Federal law that applies to educational agencies and institutions that receive funding under a program administered by the U.S. Department of Education. Parochial and private schools at the elementary school levels do not generally receive such funding and therefore, are not subject to FERPA. The statute is found at 20 U.S.C. § 1232g and the Department's regulations are found at 34 CFR Part 99.

Under FERPA, schools must generally afford parents; access to their children's education records - an opportunity to seek to have the records amended - some control over the disclosure of information from the records.

Parents may access, seek to amend, or consent to disclosure of their children's education records, unless there is a court order or other legal document specifically stating otherwise. When a student turns 18 years of age or attends a postsecondary institution, the student, and not the parent, may access, seek to amend and consent to disclosures of his or her education records.

**Access to Education Records**

Schools are required by FERPA to:

- Provide a parent with an opportunity to inspect and review his or her child's education records within 45 days of the receipt of a request.
- Provide a parent with copies of education records or otherwise make the records available to the parent if the parent, for instance, lives
- Outside of commuting distance of the school
- Redact the names and other personally identifiable information about other students that may be included in the child's education records

Schools are not required by FERPA to:

- Create or maintain education records;
- Provide parents with calendars, notices or other information which does not generally contain information directly related to the student
- Respond to questions about the student

**Amendment of Education Records**

Under FERPA, a school must:

- Consider a request from a parent to amend inaccurate or misleading information in the child's education records;
- Offer the parent a hearing on the matter if it decides not to amend the records in accordance with the request;
- Offer the parent a right to place a statement to be kept and disclosed with the record if as a result of the hearing the school still decides not to amend the record
- Seek to change a grade or disciplinary decision
- Seek to change the opinion or reflections of a school official or other person reflected in an educational record
- Seek to change a determination with respect to a child's status under special education programs

**Disclosure of Education Records**

A school must:

- Have a parent's consent prior to the disclosure of education records
- Ensure that the consent is signed and dated and states the purpose of the disclosure

A school MAY disclose education records without consent when:

- The disclosure is to school officials who have been determined to have legitimate educational interests as set forth in the school district's annual notification of rights to parents;
- The student is seeking or intending to enroll in another school;

- The disclosure is to state or local educational authorities auditing or evaluating Federal or State supported education programs or enforcing Federal laws which relate to those programs;
- The disclosure is pursuant to a lawfully issued court order or subpoena; and
- The information disclosed has been appropriately designated as directory information by the school.

#### Annual Notification

A school must annually notify parent of students in attendance that they must allow parents to:

- Inspect and review their children's education records;
- Seek amendment of inaccurate or misleading information in their children's education records;
- Consent to most disclosures of personally identifiable information from education records

The annual notice must also include:

- Information for a parent to file a complaint of an alleged violation with the FPCO;
- A description of who is considered to be a school official and what is considered to be a legitimate educational interest so that information may be shared with that person;
- Information about who to contact to seek access or amendment of education records

#### Complaints of Alleged Violations:

Complaints must:

- Be timely submitted, not later than 180 days from the date you learned of the circumstance of the alleged violation
- Contain specific allegations of fact giving reasonable cause to believe that a violation has occurred, including;
- Relevant dates, such as the date of a request or a disclosure and the date the parent learned of the alleged violation;
- Names and titles of those school officials and other third parties involved;
- A specific description of the education record around which the alleged violation occurred;
- A description of any contact with school officials regarding the matter, including dates and estimated times of telephone calls and/or copies of any correspondence exchanged between the parent and the school regarding the matter
- The name and address of the school, school district and superintendent of the district;
- Any additional evidence that would be helpful in the consideration of the complaint.

This document was reprinted and distributed by the Parent Information Network, Arizona Department of Education, and Exceptional Student Services. It appears on the U.S. Department of Education website at <http://www.ed.gov/policy/gen/guide/ferpa/parents.html>. These contents do not necessarily represent the guideline of the agency, nor should endorsement by the Federal Government be assumed. The Arizona Department of Education of the State of Arizona does not discriminate on the basis of race, religion, color, national origin, sex, disability or age in its programs, activities or in its hiring and employment practices. For questions or concerns regarding this statement, please contact Administrative Services at 602-542-3186. This document is in the public domain and may be freely reproduced in its current

Please sign the bottom portion of this form to acknowledge you, the parent, of your FERPA rights:

\_\_\_\_\_  
Student's Name

I, \_\_\_\_\_ have signed and received a copy of the Family Educational Rights and Privacy Act (FERPA)

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

U.S. Department of Education  
Office of Indian Education  
Washington, DC 20202  
**TITLE VI ED 506 INDIAN STUDENT ELIGIBILITY CERTIFICATION FORM**

**Parent/Guardian:** This form serves as the official record of the eligibility determination for each individual child included in the student count. You are not required to complete or submit this form. However, if you choose not to submit a form, your child cannot be counted for funding under the program. **This form should be kept on file and will not need to be completed every year.** Where applicable, the information contained in this form may be released with your prior written consent or the prior written consent of an eligible student (aged 18 or over), or if otherwise authorized by law, if doing so would be permissible under the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, and any applicable state or local confidentiality requirements.

**STUDENT INFORMATION**

Name of the Child \_\_\_\_\_ Date of Birth \_\_\_\_\_ Grade \_\_\_\_\_  
(As shown on school enrollment records)

Name of School \_\_\_\_\_

**TRIBAL ENROLLMENT**

Name of the individual with tribal enrollment: \_\_\_\_\_  
(Individual named must be a descendent in the first or second generation)

The individual with tribal membership is the: \_\_\_\_\_ Child \_\_\_\_\_ Child's Parent \_\_\_\_\_ Child's Grandparent

Name of tribe or band for which individual above claims membership: \_\_\_\_\_

The Tribe or Band is (select only one):

- \_\_\_\_\_ Federally Recognized
- \_\_\_\_\_ State Recognized
- \_\_\_\_\_ Terminated Tribe (Documentation required. Must attach to form)
- \_\_\_\_\_ Member of an organized Indian group that received a grant under the Indian Education Act of 1988 as it was in effect October 19, 1994. (Documentation required. Must attach to form)

Proof of enrollment in tribe or band listed above, as defined by tribe or band is:

A. Membership or enrollment number (if readily available) \_\_\_\_\_ OR

B. Other Evidence of Membership in the tribe listed above (describe and attach) \_\_\_\_\_

Name and address of tribe or band maintaining enrollment data for the individual listed above:

Name \_\_\_\_\_ Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

**ATTESTATION STATEMENT**

I verify that the information provided above is accurate.

Name Parent/Guardian \_\_\_\_\_ Signature \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email Address \_\_\_\_\_ Date \_\_\_\_\_



## INSTRUCTIONS FOR THE ED 506 FORM

### FOR APPLICANTS:

**PURPOSE:** To comply with the requirements in 20 USC 7427(a), which provides that: "The Secretary shall require that, as part of an application for a grant under this subpart, each applicant shall maintain a file, with respect to each Indian child for whom the local educational agency provides a free public education, that contains a form that sets forth information establishing the status of the child as an Indian child eligible for assistance under this subpart, and that otherwise meets the requirements of subsection (b)".

**MAINTENANCE:** A separate ED 506 form is required for each Indian child that was enrolled during the count period. A new ED 506 form does NOT have to be completed each year. All documentation must be maintained in a manner that allows the LEA to be able to discern, for any given year, which students were enrolled in the LEA's school(s) and counted during the count period indicated in the application.

### FOR PARENTS/GUARDIANS:

**DEFINITION:** Indian means an individual who is (1) A member of an Indian tribe or band, as membership is defined by the Indian tribe or band, including any tribe or band terminated since 1940, and any tribe or band recognized by the State in which the tribe or band resides; (2) A descendant of a parent or grandparent who meets the requirements described in paragraph (1) of this definition; (3) Considered by the Secretary of the Interior to be an Indian for any purpose; (4) An Eskimo, Aleut, or other Alaska Native; or (5) A member of an organized Indian group that received a grant under the Indian Education Act of 1988 as it was in effect on October 19, 1994.

**STUDENT INFORMATION:** Write the name of the child, date of birth and school name and grade level.

**TRIBAL ENROLLMENT INFORMATION:** Write the name of the individual with the tribal membership. Only one name is needed for this section, even though multiple persons may have tribal membership. Select only one name: either the child, child's parent or grandparent, for whom you can provide membership information.

Write the name of the tribe or band of Indians to which the child claims membership. The name does not need to be the official name as it appears exactly on the Department of Interior's list of federally-recognized tribes, but the name must be recognizable and be of sufficient detail to permit verification of the eligibility of the tribe. Check only one box indicated whether it is a Federally Recognized, State Recognized, Terminated Tribe or Organized Indian Group. If Terminated Tribe or Organized Indian Group is elected, additional documentation is required and must be attached to this form.

- **Federally Recognized-** an American Indian or Alaska Native tribal entity limited to those indigenous to the U.S. The Department of Interior maintains a list of federally-recognized tribes, which OIE can provide you upon request.
- **State Recognized-** an American Indian or Alaska Native tribal entity that has recognized status by a State. The U.S. Department of Education does not maintain a master list. It is recommended that you use official state websites only.
- **Terminated Tribe-** a tribal entity that once had a federally recognized status from the United States Department of Interior and had that designation terminated.
- **Organized Indian Group-** Member of an organized Indian group that received a grant under the Indian Education Act of 1988 as it was in effect October 19, 1994.

Write the enrollment number establishing the membership of the child, if readily available, or other evidence of membership. If the child is not a member of the tribe and the child's eligibility is through a parent or grandparent, either write the enrollment number of the parent or grandparent, or provide other proof of membership. Some examples of other proof of membership may include: affidavit from tribe, CDIB card or birth certificate. Write the name and address of the organization that maintains updated and accurate membership data for such tribe or band of Indians.

**ATTESTATION STATEMENT:** Provide the name, address and email of the parent or guardian of the child. The signature of the parent or guardian of the child verifies the accuracy of the information supplied.

The Department of Education will safeguard personal privacy in its collection, maintenance, use and dissemination of information about individuals and make such information available to the individual in accordance with the requirements of the Privacy Act.

**PAPERWORK BURDEN STATEMENT** According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this information collection is 1810-0021. The time required to complete this portion of the information collection per type of respondent is estimated to average: 15 minutes per Indian student certification (ED 506) form; including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection. If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: U.S. Department of Education, Washington, D.C. 20202-4651. If you have comments or concerns regarding the status of your individual submission of this form, write directly to: Office of Indian Education, U.S. Department of Education, 400 Maryland Avenue, S.W., LBJ/Room 3W203, Washington, D.C. 20202-6335. OMB Number: 1810-0021 Expiration Date: 02/29/2020.

# Impact Aid Survey Form

The survey date is: \_\_\_\_\_

This information is the basis for payment to your school district of federal funds under the Impact Aid Program (Title VII of the Elementary and Secondary Education Act) and may be provided to the U.S. Department of Education if the school district's application for payment is audited. This form must be signed and dated for the school district to receive funds based on this information. All boxes must be filled in with complete information, if applicable.

## STUDENT INFORMATION

Student's Last Name	First Name and M.I.	Date of Birth	Grade	School Name	
Home Address on the Survey Date (No P.O. Boxes)		City		State	Zip Code
If the student lives on federal property, enter the name of the property.		Name of Federal Property			

## OTHER CHILDREN ENROLLED IN THE SCHOOL DISTRICT WITH THE SAME HOME ADDRESS AND PARENT/GUARDIAN

Student's Last Name	First Name and M.I.	Date of Birth	Grade	School Name
Student's Last Name	First Name and M.I.	Date of Birth	Grade	School Name

## PARENT/GUARDIAN EMPLOYMENT INFORMATION: EMPLOYED ON FEDERAL PROPERTY

Enter information in this section regarding the parent/guardian with whom the student resides if either person was employed on federal property or reported to work on federal property <i>on the survey date</i> . Enter the parent/guardian's name as it appears on the employer's payroll record.				
Parent/Guardian's Last Name	First Name and M.I.	Name of Parent/Guardian's Employer		
Name of Federal Property				
Address of Federal Property		City	State	Zip Code

## PARENT/GUARDIAN EMPLOYMENT INFORMATION: ACTIVE DUTY UNIFORMED SERVICES

Enter information in this section regarding the parent/guardian if either person was <i>on active duty</i> in the Uniformed Services <i>on the survey date</i> . This does not include members of the National Guard activated for State service under Title 32.			
Parent/Guardian's Last Name	First Name and M.I.	Branch of Service	Rank

## PARENT/GUARDIAN EMPLOYMENT INFORMATION: FOREIGN MILITARY

Enter information in this section regarding the parent/guardian if either person was both an accredited foreign government official and a foreign military officer <i>on the survey date</i> .			
Parent/Guardian's Last Name	First Name and M.I.	Branch of Service	Rank
Name of Foreign Government			

By signing and dating this form, I am certifying that all typed and written information on this form is accurate and complete as of the survey date.

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

## About Impact Aid

Many local school districts across the United States include within their boundaries parcels of land that are owned by the Federal Government or that have been removed from the local tax rolls by the Federal Government, including Indian Lands. These school districts face special challenges – they must provide a quality education to the children living on the Indian and other Federal lands and meet the requirements of the No Child Left Behind Act, while sometime operating with less local revenue than is available to other school districts, because the Federal property is exempt from local property taxes.

Since 1950, Congress has provided financial assistance to these local school districts through the Impact Aid Program. Impact Aid was designed to assist local school district that have lost property tax revenue due to the presence of tax-exempt Federal property, or that have experienced increased expenditures due to the enrollment of federally connected children, including children living on Indian Lands. The Impact Aid law (now Title VIII of the Elementary and Secondary Education Act of 1965 (ESEA) provides assistance to local school districts with concentrations of children residing on Indian lands, military bases, low-rent housing properties, or other Federal properties and, to a lesser extent, concentrations of children who have parents in the uniformed services or employed on eligible Federal properties who do not live on Federal Property.

This information below is required for the Impact Aid program:

**Name of Student:** \_\_\_\_\_ **Grade:** \_\_\_\_\_

### Chapter Affiliations:

- ☐ Kaibeto
- ☐ Kayenta
- ☐ Naatsis'aan
- ☐ Shonto
- ☐ Tonalea
- ☐ To Naneesdizi
- ☐ Ts'ah Bii Kin
- ☐ Other: \_\_\_\_\_

### Registered Agency:

- ☐ Central Navajo
- ☐ Eastern Navajo
- ☐ Ft. Defiance
- ☐ Northern
- ☐ Western Navajo

### Navajo Housing Authority Information:

- ☐ Rental
- ☐ Home Ownership

**Parent/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## PUBLIC & INDIAN HEALTH SERVICE CONSENT FORM

CONSENT OF PARENT/LEGAL GUARDIAN OR OTHER PERSON WITH PRIMARY RESPONSIBILITY FOR THE CARE OF THE YOUTH.

I (We), \_\_\_\_\_, Parent(s) of \_\_\_\_\_  
(Parent/Legal Guardian) (Student)

have read the Consent Form for the Public and Indian Health Service to arrange for or to provide the following health services for my youth. (Please Check Mark ✓)

1. \_\_\_\_ Dental Care include dental examinations, preventive use of fluorides and necessary emergency dental care.
2. \_\_\_\_ Emergency health care for accident or illness.
3. \_\_\_\_ Health care include medical examinations, sport physicals, school health screenings, routine laboratory studies, x-ray procedure and routine immunizations.
4. \_\_\_\_ Mental health services include evaluation and treatment as necessary.
5. \_\_\_\_ Optometry care for eye examinations and eye glasses.
6. \_\_\_\_ Psychiatric services to include assessment, treatment, and medication as necessary.
7. \_\_\_\_ Emergency transportation of youth to and/or from a health facility for these services.

**PLEASE CHECK THE APPROPRIATE BOX (ES):**

- ☐ - I hereby give consent for all of the above services.
- ☐ - Exceptions or Special Instructions: \_\_\_\_\_
- ☐ - I hereby give consent for reasonable cause and essential need to assure the health and safety of my youth to Shonto Preparatory School staff while my youth is in attendance.

**Parent/Guardian Signature:** \_\_\_\_\_

**Please Print Name:** \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone#: \_\_\_\_\_ Alternate Phone #: \_\_\_\_\_

Relationship: \_\_\_\_\_

Date: \_\_\_\_\_

**\*Valid Until: July 2024**

**✓Check the one that applies:**

\_\_\_\_ Enrolled in AHCCCS, \_\_\_\_ No Health Insurance, \_\_\_\_ Other Health Insurance, # \_\_\_\_\_

-----  
Please be advised that Shonto Preparatory School staff will make every attempt to contact you before any of the above services are rendered. \*This consent is only valid for one year from the date it was signed, a new one needs to be signed yearly.

**SHONTO PREPARATORY TECHNOLOGY HIGHSCHOOL**  
**STUDENT HEALTH HISTORY FORM (SY 2023-2024)**

UTD: \_\_\_\_\_

Grade: \_\_\_\_\_

Student Name: \_\_\_\_\_ DOB: \_\_\_\_\_ Male ( ) or Female ( )

Parent(s): \_\_\_\_\_ Home Location: \_\_\_\_\_

Cell phone: \_\_\_\_\_ Work phone: \_\_\_\_\_

**EMERGENCY CONTACT NUMBER(S):**

If the school cannot contact either parent/guardian, please list a "Next of Kin" or a relative who would have authority to advise us regarding your adolescent and/or to locate you immediately.

Name: \_\_\_\_\_ Relation to Youth: \_\_\_\_\_

**HEALTH HISTORY**

Please check all conditions your adolescent has or has had, and explain below.

ADD/ADHD	NO	YES	Hearing problems	NO	YES	Allergic to foods	NO	YES
Arthritis/joints	NO	YES	Heart problems	NO	YES	Allergic to insect bites	NO	YES
Asthma	NO	YES	High cholesterol	NO	YES	Allergic to pet dander	NO	YES
Birth defects	NO	YES	Kidney problems	NO	YES	Environmental allergies	NO	YES
Blood disorder	NO	YES	Menstrual problems	NO	YES	Stomach problems	NO	YES
Bowel problems	NO	YES	Mental health issues	NO	YES	Surgeries	NO	YES
Cancer/tumor	NO	YES	Migraine headaches	NO	YES	Thyroid problems	NO	YES
Delopmental delays	NO	YES	Physical limitation(s)	NO	YES	Urinary problems	NO	YES
Depression	NO	YES	Relationship issues	NO	YES	Visual problems	NO	YES
Diabetes	NO	YES	Seizures/epilepsy	NO	YES	History of Covid-19	NO	YES
Head Injury	NO	YES	Skin problems	NO	YES	Other	NO	YES

Explain "yes" or "other" \_\_\_\_\_

**NON-PRESCRIPTION MEDICATION CONSENT**

I, \_\_\_\_\_, (Parent or Legal Guardian), authorize the following nonprescription medication to be administered as needed for my youth by the School Nurse or designated SPTHS staff:

____ Allergy Relief Eye Drop	____ Blistex Ointment	____ Carmex Ointment	____ Head Lice Shampoo
____ Ibuprofen 200 mg	____ Eye Lubricant	____ Cold & Cough Suppressant	____ 1st Aid & Burn Cream
____ Midol	____ Sudafed Cold	____ Mouth Sore Gel	____ Benadryl (Given as a temporary relief)
____ Orajel toothache	____ Throat Lozengers	____ Neosporin Ointment	
____ Tylenol 325 mg	____ Visine (anti-itch)	____ Pepto Bismol Tablets	

Special Instructions: \_\_\_\_\_

"My minor's prescription medication(s) will be provided in a labelled container with his/her name, the prescription name, specific instructions and expiration date. If at any time the information must be changed, I will notify the school nurse or administrator in writing. I agree to and do hereby hold SPTHS and its employees harmless from any and all claims, demands, causes of actions, liability or loss of any sort, because of or arising out of act or omissions with respect to this medication."

Signature of Parent/Guardian \_\_\_\_\_

Print Name \_\_\_\_\_

Date: \_\_\_\_\_



## EXCEPTIONAL PROGRAMS DATA

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_  
Last Name First Name Middle Name

Has your child participated in Exceptional Education Programs or had an IEP? YES NO

If yes, mark if your child has been served by anyone for one or a combination of the following programs:

- ☐ Gifted Program
- ☐ Learning Disabled
- ☐ Multiple Handicapped
- ☐ Visually Handicapped
- ☐ Chronic Illness \_\_\_\_\_
- ☐ Emotionally Handicapped
- ☐ Hearing Handicapped
- ☐ Speech Handicapped
- ☐ Physically Handicapped
- ☐ Educable Mentally Handicapped
- ☐ Trainable Mentally Handicapped
- ☐ Other \_\_\_\_\_

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**NOTICE OF NAVAJO NATION TRUANCY LAW**  
**10 N.N.C. § 118, 502 & 503**

Student Name: \_\_\_\_\_ Grade: \_\_\_\_\_

Parent(s) and/or Guardian(s): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

The Arizona state law and the Navajo Nation compulsory attendance law require students to attend school. The law requires the parents/guardians to be responsible for their child's daily class attendance and to notify the school of their child's non-attendance in a timely manner. The primary responsibility to attend school must be with the student and the parents/guardians.

You are hereby given notice of the Navajo Nation Truancy Law regarding the compulsory attendance law which states as follows:

- N.N.C. § 118. School Attendance: *"A. Every person who has a Navajo child or Navajo children under his or her care between the ages of five and eighteen years shall assure the attendance of the child or children in school. For purposes of this section, a child shall be deemed to be 5 years old only if he or she has a fifth birthday prior to September first of the school year to which this policy is applied. In the event that the funding agency of a school has a different requirement, that requirement shall apply. This policy applies to attendance by children who have no yet graduated from high school. Local school governing boards shall develop programs to improve regular school attendance in compliance with this policy. B. Any adult residing in the Navajo Nation who violates the provision of this section shall be subject to the penalties prescribed in 17 N.N.C. §§ 222 and 223 for petty misdemeanors. Any Navajo minor residing in the Navajo Nation who violates the provisions of this section shall be subject to the jurisdiction of the Family Courts of the Navajo Nation."*
- N.N.C. § 502. Compulsory school attendance: *"Generally education in Navajo schools shall be compulsory as to children between the ages of 5 and 18 years as prescribed and defined in 10 N.N.C. § 118 of the Navajo Education Policies."*
- N.N.C. § 503. Application of state laws and Navajo Nation laws: *"The Navajo Nation Council consents to the application of state compulsory school attendance laws to the Indians of the Navajo Nation and their enforcement on Indian lands of the Navajo Nation wherever an established public school district lies or extends within the Navajo Nation. In addition, 10 N.N.C. § 118 of the Navajo Nation Education Policies regarding compulsory attendance shall apply to all Navajo minors between the ages of 5 and 18 and to all persons having care and custody of such minors who are within the civil or criminal jurisdiction of the Navajo Nation."*

I, \_\_\_\_\_ have read the compulsory school attendance notice for the school year of 2023-2024 at Shonto Preparatory Technology High School.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date



# SHONTO PREPARATORY SCHOOLS

Haleebec Na'nitin Binahji' Da'ólta'í Binitse'kees dóó Bina'nitin Bidziil  
Empowering Student Learning Through Quality Education

PO Box 7900 • East Hwy 160 & Rt. 98 • Shonto AZ 86054-7900 • (928) 672-3500 • [www.shontoprep.org](http://www.shontoprep.org)

## SHONTO PREPARATORY TECHNOLOGY HIGH SCHOOL

### PERMISSION AND RELEASE TO PUBLISH

#### STUDENT'S FIRST NAME AND/OR PICTURE ON THE INTERNET

As a parent(s) and/or guardian(s) of \_\_\_\_\_ I understand the benefits and risks of publishing works on the internet. In consideration of the benefits of allowing my child to publish his/her work, first name and/or picture on the school's web page, I hereby give permission for my child's:

- ☐ First name only to be published on the Web
- ☐ First name and photograph with no identifying information to be published on the Web
- ☐ I do not want my child's first name and photograph to be published on the Web.

Further, I accept the full responsibility for the publication of the student's name and/or picture as set forth in the publication attached hereto and agree to release and hold Shonto Preparatory Technology High School harmless from any and all damages or injury to me or to the student arising from said publication.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date



**SHONTO PREPARATORY SCHOOLS  
INTERNET AGREEMENT**

**Student-User Electronic Information Resource Contract**

Electronic information services are available to students, teachers and staff at Shonto Preparatory Schools who qualify. Our goal in providing this service is to promote educational excellence by facilitating resource sharing, innovation and communication. The Shonto Preparatory Schools will make every effort to protect students and teachers from any misuses or abuses of the information service. **All users must be continuously on guard to avoid inappropriate and illegal interaction with the information.**

Please read this document carefully. When signed by both students and a parent/guardian, it becomes a legally binding contract for as long as the student is enrolled at Shonto Preparatory School District.

Listed below are the provisions of this contract. If any user violates these provisions, access to the information service may be denied and you may be subject to disciplinary action.

**TERMS AND CONDITIONS OF THIS CONTRACT**

1. **The BASIC STANDARD OF BEHAVIOR** when using an electronic resource is the same standard of behavior that is practiced and used in each classroom and on school campus at the Shonto Preparatory Schools.
2. **PERSONAL RESPONSIBILITY** – as a student or parent/guardian, I will accept personal responsibility for reporting any misuse of the network to the system administrator. Misuse can come in many forms, but it is commonly viewed as any messages sent or received that indicate or suggest pornography, unethical or illegal solicitation, racism, sexism, inappropriate language and others described below.
3. **ACCEPTABLE USE** – the use of my assigned account must be in support of education and research and with the educational goals and objectives of Shonto Preparatory Schools. I am personally responsible for this provision at all times when using the electronic information service.
  - a. Use of other organizations' networks or computing resources must comply with rules appropriate to that network.
4. **UNACCEPTABLE USE**
  - a. Transmission of any materials in violation of any United States or other state organizations is prohibited. This includes, but is limited to: copyright material, threatening or obscene material, or protected by trade secret.
  - b. Use of commercial activities by for-profit institutions is generally not acceptable.
  - c. Use of product advertisement or political lobbying is also prohibited.
5. **PRIVILEGES** – The use of the information system is privilege, not a right, or inappropriate use will result in a cancellation of those privileges. Each person who receives an account will participate in a discussion with a Shonto Preparatory Schools faculty member as to proper behavior and use of the network. The District system administrator(s) will decide what appropriate use is and their decision is final. The system administrator(s) may close an account at any time if necessary. The administrator staff or faculty of the District may request that the system administrator denies, revoke or suspend specific user accounts.

6. **NETWORK ETIQUETTE** – You are expected to abide by the generally accepted rules of network etiquette. These rules include, but are not limited to, the following:
- a. **BE POLITE** – never send or encourage others to send abusive messages.
  - b. **USE APPROPRIATE LANGUAGE** – Remember that you are a representative of our School on a non-private system. You may be alone with your computer but what you say and do can be viewed globally! Never swear, use vulgarities or any other inappropriate language. Illegal activities of any kind are strictly forbidden.
  - c. **PRIVACY** – Do not reveal your home address or personal phone numbers of students or colleagues.
  - d. **ELECTRONIC MAIL** – Electronic mail (e-mail) is not guaranteed to be private. Everyone on the system has access to all mail. Messages relating to or in support of illegal activities must be reported to the authorities.
  - e. **DISRUPTIONS** – Do not use the network in any way that would disrupt use of the network by others.
7. **SERVICES** – The Shonto Preparatory Schools makes no warranties of any kind, whether expressed or implied, for the service it is provided. The District will not be responsible for any damages you suffer while on this system. These damages include loss of data result of delays, non-deliveries or services interruptions caused by the system is at your own risk. The Shonto Preparatory Schools specifically denies any responsibility for the accuracy of information obtained through its services.
8. **SECURITY** – Security on any computer system is a high priority because there are so many users. If you identify a security problem, notify the system administrator at once. Never demonstrate the problem to other users. Never use another individual's account. Any user identified as a security risk will be denied access to the information system.
9. **VANDALISM** – Vandalism is defined as any malicious attempt to harm or destroy data of another user or any other agencies or networks that are connected to the system. This includes but is not limited to the uploading or creation of computer viruses. Any vandalism will result in the loss of the computer services, disciplinary action and legal referral.

**REQUIRED SIGNATURES**

\_\_\_\_\_  
STUDENT'S SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
PRINT/TYPE STUDENT'S NAME

**PARENT OR GUARDIAN**

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
TEACHER'S SIGNATURE

\_\_\_\_\_  
DATE