

ELCA PROM GUEST FORM

(Name of ELCA High School Student) _____

Dear Administrator or Guidance Counselor:

Our high school student council is organizing a Prom for 2018 to will be held on April 14th. It is our policy to identify our out of school guests and assure that they are in good standing with their respective schools. If the student named below has been on disciplinary restriction or probation this year or if they have been suspended this year, please indicate this below on the appropriate line.

Student _____ Grade _____ Parents Name _____

Address _____ Phone # _____

Name of school: _____ Today's date: _____

Is this student in good disciplinary standing? _____ Any Suspensions? _____ If so why? _____

Signature of Administrative personnel: _____

Print Administrative name & title: _____

Phone number or email contact at school: _____

***If the guest is a college student who doesn't have access to a school official (registrar, Dean of Students, etc.) the parent of the ELCA student must write a letter of agreement to attach to the form. The letter would state that the parent of the ELCA student will personally vouch for the character and behavior of the student that will accompany their child to the prom. It will also ensure that the guest will follow the dress guidelines in the prom packet. This person will also provide information to the high school office so that student resource officer can run a background check. This person must also bring a photo ID (preferably a driver's license) to enter the venue.*

***If the student is a recent ELCA alumnus, the high school office can approve this person. We will still need a form turned in.*

ELCA students must purchase tickets for guests in advance. No tickets will be sold at the door for non-ELCA students. **Forms are due by March 30, 2018.** Please fax this form to: 770-957-2290 or scan and send electronically to michelle.flynn@eagleslanding.org . We appreciate your assistance. If you should have any questions, please contact Doug Campbell at 678-818-1064.

In His Service,

Doug Campbell
High School Principal
Eagle's Landing Christian Academy