

Off-Campus Application

Seniors are eligible to apply for off campus periods if they meet the following criteria:

- No NGs (credit denial for low attendance) on transcript.
- On track to graduate without needing additional credit recovery courses.
- Courses required for graduation allow for dismissal before 3:30 PM.
- Submit signed *Off-Campus Application* to the office of Mr. C. Marquina or Mr. Walton.
- Submit payment of \$60 for off campus application fee. Link to SchoolPay can be found at: <https://www.houstonisd.org/Page/194743>

To maintain off campus privileges, students must:

- Remain in good academic standing by maintaining an average of 70 or higher in each of their courses, including HCC classes and AVID. Grades will be checked before dismissal.
- Report to the cafeteria for attendance at the beginning of their scheduled off-campus period. Students not in attendance for dismissal in the cafeteria will be required to stay on campus for the remainder of the day.
- Always wear student IDs and present them when checking out for off-campus.
- Leave the school grounds, including HCC and parking lot, immediately after checking out. Students needing to stay must receive administrator permission.
- Fulfill all senior obligations, including payment of all dues
- Campus administration will revoke off-campus permission if a student violates any of the school rules and expectations (excessive tardies, discipline issues, dress code violations, etc.).

Students granted off-campus privileges assume a great deal of responsibility. Student accident insurance purchased through the district will NOT cover expenses should an injury occur while a student is off campus.

Failure to abide by Houston ISD Student Code of Conduct and EECHS guidelines may result in revocation of off-campus privileges.

To allow your child to have off-campus privileges, please complete the fields below and provide your signature.

Student Name: _____ HISD ID #: _____

Parent #1 Signature: _____ Date: _____

Parent #2 Signature (optional) _____ Date: _____

Student Signature: _____ Date: _____

Admin approval _____ Date _____