



OWATONNA HIGH SCHOOL DANCE GUEST REQUEST FORM

OHS Office Use Only <small>Updated 6/2022</small>	
Approved	Not Approved
OHS Admin Approval: _____	

OWATONNA HIGH SCHOOL STUDENT INFORMATION

Name of Owatonna Student: _____ Grade: _____

(Please Print)

The following are requirements and guidelines for bringing an outside guest to an Owatonna High School dance:

1. Each student enrolled in an Owatonna school who is a student in good standing may bring one pre-approved guest to a dance. **Guests are only permitted to attend the Homecoming Dance and Prom.** All other dances are for Owatonna students only.
2. **A copy of the guest's driver's license or valid I.D. (current school I.D.) MUST be attached to this form. All information should be complete prior to handing in this form. NO GUEST WILL BE ADMITTED TO THIS EVENT IF THIS FORM IS NOT COMPLETE, INCLUDING A COPY OF A VALID I.D. NO EXCEPTIONS!** This form along with photo I.D. must be completed and submitted to Shannon DeWitz in the OHS Main Office (hand deliver, e-mail - sdewitz@isd761.org or fax - 507-686-6115) **by 3:00pm on the Monday before the event. Forms will not be accepted the day of the dance.** *Note: A picture I.D. does not fax well. We need to have a legible picture I.D. of the guest. If you think this will be an issue, please choose to scan and e-mail or take a photo of the ID with your cell phone and email the form and I.D.*
3. Guests must present the above photo I.D. at the dance (photo ID must match the ID that was submitted with this form). Guests must be in 9th grade through age 20 to attend Homecoming. Guests must be 11th grade through age 20 to attend Prom. **No guest age 21 or older, on the day of the event, will be allowed to attend any dance.** No 9th/10th grader can attend prom.
4. Guests must be students in good standing, meaning that they are enrolled as a full-time student at a high school and are on track to graduate or already have a high school diploma. If asked, you must provide documentation showing your graduation standing.
5. Owatonna students are responsible for their guests.
6. Students are not allowed to leave the dance and re-enter.
7. **Absolutely NO alcohol consumption of any kind, usage of controlled substances, and/or smoking before, during or after the dance, irrelevant of the age of the student or guest.**

Signature of Owatonna Student: _____ Date: _____

Parent Signature of Owatonna Student: _____ Date: _____

GUEST INFORMATION

Name of Guest: _____ Birthdate: ____/____/____ Grade: _____

(Please Print)

Name of High School Currently Attending **OR** if graduated, specify graduation date and school graduated from:

Guest's Parent/Guardian Contact: _____ Phone: _____

I understand the requirements and responsibility of being an outside guest at an Owatonna High School dance. I will behave appropriately and follow all rules, at all times, while at the dance. I verify all information provided is true and I realize that poor behavior at the dance will result in my guest privileges being revoked now and/or in the future.

Signature of Guest: _____ Date: _____ Phone: _____

Guest: If you are still in high school, please bring this form to your school Administrator to complete the below info.

TO BE COMPLETED BY AN ADMINISTRATOR AT THE GUEST'S SCHOOL

_____ is a student in good standing at _____.
I believe that they will appropriately represent our school at the Owatonna High School event.

(Name) (Position) (Phone Number)