

# NON-CREEKVIEW STUDENT GUEST APPROVAL FORM DIRECTIONS

- Homecoming guests that do not currently attend Creekview High School must be approved IN ADVANCE. This includes Creekview graduates.
- Once approved, you will receive an Approval Code to enter when purchasing a Non-Creekview ticket.
- ONLY Creekview students are allowed to purchase tickets, so be prepared to purchase the ticket for your guest.

## STEP 1 - Complete CvHS Student Info

- Complete **Part 1: Creekview Student Information** with required information about the CvHS student who will be purchasing the Non-Creekview ticket.
- Be sure to complete ALL sections including Parent Signature and Phone Number or the form will be returned to you without an approval code.

## STEP 2 - Complete Guest Student Info and Attach Photo ID

- Guest must be under 21 years of age
  - Guest must be in 9th grade or above
  - Guest must be accompanied by a Creekview student
  - Guest must follow CCSD Code of Conduct and Dress Code
  - Guest must present photo ID at the door
  - Guest must be approved by CvHS Administration
- Complete **Part 2 : Guest Student Information** with required information about the Non-Creekview student guest.
  - Be sure to complete ALL fields including the current grade, graduation year, or withdrawal year, as appropriate.
  - **Attach a photocopy of the Guest Student's photo ID.**

## STEP 3 - Submit Form to Guest's Administrator

- Submit the form to the Non-Creekview student's school administrator to complete Part 3. All high schools have a similar procedure, so the administrator will be familiar with the process.
- If the guest has graduated high school, submit the form to an administrator at the school from which he/she graduated.
- The administrator will return the completed form using one of the methods on the bottom of the form.

## STEP 4 - Check School Email for Approval Code

- Your Creekview administrator will review the form and assign a unique Approval Code allowing the purchase of a Non-Creekview Student ticket.
- Approval Codes will be emailed to the **Creekview Student Email**. Please be sure to check your **Creekview Student Email!!**

## STEP 5 - Order Ticket on CCSD Webstore with Approval Code

- Order your Homecoming tickets through the CCSD Webstore and enter the Approval Code when prompted.
- A link to the CCSD Webstore is on the CvHS website from the Payments icon, in the What's Happening, on the Creekview Facebook page, and on the digital announcements at school.

# NON-CREEKVIEW STUDENT GUEST APPROVAL FORM

Forms are due to your CvHS administrator by Tuesday, October 3

Creekview Admin

Use Only

Admin Initials

APPROVED

DENIED

CODE

DATE

## PART 1: CREEKVIEW STUDENT INFORMATION

CvHS Student Name

Grade

Student Number

CvHS Administrator

(based on student's last name)

A-Co  
Chris Bennett

Cr-Hi  
Nick Singleton

Ho-Me  
Kevin Higgins

Mi-Sc  
Nancy Henson

Se-Z  
Mark Vance

CvHS Student Parent Signature

Parent Phone Number

## PART 2: GUEST STUDENT INFORMATION

Creekview High School welcomes Non-Creekview Student Guests under the following conditions:

- Guest must be under 21 years of age
- Guest must be in 9th grade or above
- Guest must be accompanied by a Creekview student
- Guest must follow CCSD Code of Conduct and Dress Code
- Guest must present photo ID at the door
- Guest must be approved by CvHS Administration

By completing and signing this form, I acknowledge that I must follow all policies of CCSD and Creekview High School while attending Homecoming on October 7, 2023. I recognize that the administration of Creekview High School reserves the right to deny any student or guest from continued participation in Homecoming regardless of monies paid. Tickets will not be reimbursed should a student and / or guest be asked to leave. I understand that I must present a valid photo ID in the form of current school ID, state ID or drivers license to be admitted.

Guest Student Name

Date Of Birth

Age

Guest Student Status

(check box and fill in)

Current Student  
Grade: \_\_\_\_\_

Graduated  
Year: \_\_\_\_\_

Withdrawn  
Year: \_\_\_\_\_

Guest Student Signature

Guest Student Parent Signature

## PART 3: GUEST STUDENT'S HIGH SCHOOL ADMINISTRATOR APPROVAL

I certify that the above mentioned student is currently in good standing at our school, or was in good standing at the time of his / her graduation / withdrawal.

Administrator Signature

Administrator Email

School Name

Phone Number

Date

Please return to CvHS via fax at 770-720-7644 or scan and email  
Beth.Garriques@cherokeek12.net