

**Ticket Purchase Request/Information Sheet for an Outside Prom Guest  
Sterling High School Junior & Senior Prom  
May 17, 2019**

**THIS FORM MUST BE COMPLETED AND RETURNED to the Vice Principal's Office no later than March 28<sup>th</sup>, 2019**

**PLEASE PRINT:**

Name of **Sterling Student** requesting guest: Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Name of **Guest** attending the Prom: Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Guest's Current School (if applicable): \_\_\_\_\_ Grade: \_\_\_\_ Date of Birth \_\_\_\_\_  
Graduation Year \_\_\_\_\_

Guest's Address: \_\_\_\_\_ Guest's Home Phone: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Guest's Cell Phone: \_\_\_\_\_

**GUEST'S MUST BE UNDER 21 AT THE DATE OF PROM**

**Step 1**

To the Parent of the Sterling High Junior/Senior,

Please read and sign the following statement:

I am aware of my son's/daughter's choice in bringing this student to the Junior/Senior Prom. I understand that if there are any problems or concerns, I will be contacted and further action may be taken.

Sterling Student Parent's Name (Printed): \_\_\_\_\_ Phone Number: \_\_\_\_\_

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

**Step 2**

To the Parent of the **Student Guest:**

Sterling High School is happy to host your child as a guest at our Junior/Senior Prom. Please note, though, that we take pains to assure that all of our students are well-behaved and respectful of each other and school rules and policies throughout the evening. Your child will be required to adhere to those rules and policies while attending this function. We ask your cooperation in completing this form and meeting the requested deadlines.

- Complete the permission form (on side 2 of this document) with your child's name and your signature and phone number authorizing the school administrator to complete it.
- Take this form to your student's school and have his/her disciplinarian/assistant principal complete the form, sign it and stamp it with a school seal/stamp.
- Please be sure that the Sterling student hosting your son or daughter receives the form back promptly. The Sterling student purchasing the ticket must submit it to the Vice Principal's office by **March 28<sup>th</sup>, 2019**.
- **Attach a Picture ID such as a Driver's License or Passport with a birthdate on the ID.**

**Thank you for your cooperation!**  
**AUTHORIZATION TO SCHOOL PERSONNEL**  
(for release of information)

My son/daughter, \_\_\_\_\_, has been invited as a guest to the Sterling High School Junior/Senior Prom. I authorize you to endorse his/her attendance by providing a behavioral overview to the Sterling staff before they can approve his/her participation.

Outside Guest Parent's Name (Printed): \_\_\_\_\_ Phone Number: \_\_\_\_\_

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

**Step 3**

To the School Personnel for endorsement:

If your school district holds a special event, would you permit this student to attend?    Yes    No

Does this student have a record of violence and/or weapons on school property?    Yes    No

Is there any reason this student should be excluded from the Jr/Sr Prom as a guest?    Yes    No

School Administrator's Name (Printed): \_\_\_\_\_

Position at the School: \_\_\_\_\_

School Phone Number: \_\_\_\_\_ Ext: \_\_\_\_\_

School Administrator's Email: \_\_\_\_\_

School Administrator's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please validate with a school seal/stamp! Thank you!**

EQUAL EDUCATION OPPORTUNITY

The Sterling High School District Board of Education Policy 5750 reaffirms its responsibility to ensure all students equal educational opportunity and all employee's equal employment opportunity regardless of race, color, creed, religion, sex, ancestry, national origin and social or economic status or handicap.