

Graduation Checklist

The following checklist is designed to make sure you have completed and turned in everything you need to Graduate. Please make sure to either print this out and post somewhere to remind you and your family or use it as a digital guide.

- Complete all beginning of the year documents and submit them to the Main Office**
 - Emergency Card
 - Audio/Video Release Form
 - McKinney Vento Form
 - Technology Responsibility Use Form (TRUG)
- Complete the Senior Contract and submit to the Main Office or e-mail to Christopher.ho@k12.hi.us**
- Review courses taken and courses enrolled in your Senior year that you are fulfilling your required courses for Graduation**
 - Regular High School Diploma
 - Academic Honors Diploma
 - CTE Honors Diploma
 - STEM Honors Diploma
- Login to Naviance and verify that all of your assigned tasks are completed or on their way to being completed by the required due date**
 - Able to login to Naviance
 - Username: _____
 - Password: _____
 - All tasks are complete
- All Student Dues for all 4 years, or however long I have attended, are paid for**
 - 9th Grade
 - 10th Grade
 - 11th Grade
 - 12th Grade
- All uniforms and/or borrowed equipment has been returned to Athletics and/or PE Department**
- Ordered Cap and Gown materials**
- Submitted pictures for the Yearbook and purchased my yearbook**
 - Submitted Pictures per school website instructions
 - Order my Yearbook per school website instructions

Should I have any questions I know who to contact

Christopher Ho, Student Activities Coordinator, 808-313-3470, Christopher.ho@k12.hi.us

