



Notices containing our best information about your obligations have either been mailed home or are available on-line. Lost books and other unresolved obligations cost PHS thousands of dollars each year, and we try to collect as many of these missing items as we can. Obligations cleared after Thursday, August 18, 2011, may extend the time it takes for you to register.

Students who have obligations should clear these obligations by Thursday, August 18, 2011, at 3:00 p.m. Obligations may be cleared at the General Office from 8:00 a.m. to 11:30 a.m. and 1:00 p.m. to 3:00 p.m.

You may pay obligations during registration week, but ONLY on your assigned date and at the time of your Registration. Of course, if you have no obligations, this means that everything you have checked out has been returned.

The best and least expensive way to clear obligations is to return all missing items. Obligations can include textbooks as well as music department items, athletic department equipment, media center materials, books, and/or items borrowed from teachers or General Office obligations.

During Registration, administrators will be available to handle disputes and appeals regarding obligations. No appeals will be considered if the dispute has lasted over multiple semesters.

Please take your obligation notices seriously and bring back all books and other supplies borrowed from the school. Calculators often present big problems. Remember that a student must return the exact same calculator or other item that has been checked out.

Note: Excerpts are from page 3 and page 8 of PHS Student Services Guide