



Member School Districts: Airport, Flat Rock, Grosse Ile, Huron, Riverview, Southgate, Trenton, and Woodhaven-Brownstown
22000 Gibraltar Road
Flat Rock, Michigan 48134

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TEACHER CHECKLIST - TRANSFER STUDENTS

Due to DCTC by **Fall Count Day 2021**

INSTRUCTOR: _____

CTE PROGRAM: _____ SCHOOL: _____

_____ DCTC policies have been reviewed with transfer students

_____ DCTC policies have been signed by student and parents

_____ Transfer students have received a copy of **YOUR** school district's handbook and are aware of your policies

_____ All students received a course syllabus

_____ Emailed Melanie Elliott regarding "NO SHOWS" at melliott@dctc-cte.org

Signature of Instructor _____

_____ Date

Due to DCTC by: October 6, 2021