**TEACHERS, AN IOU FORM SHOULD BE FILED FOR EACH STUDENT AND EACH OBLIGATION.**

**\*\*\*NEW – IOU’S MUST BE ENTERED INTO THE COMPUTER NOW BY STUDENT ID NUMBERS. ALL FORMS MUST HAVE THE STUDENT ID# OR THEY WILL NOT BE PUT INTO THE COMPUTER.**

PLEASE COMPLETE THE FOLLOWING (\*All information should be completed\*)

**STUDENT ID#** Click here to enter text.

**STUDENT NAME** Click here to enter text.

**SENIOR** [ ]  **JUNIOR** [ ]  **SOPHOMORE** [ ]  **FRESHMAN** [ ]

**HOMEROOM TEACHER** Click here to enter text. **(THIS IS IMPORTANT)**

**DESCRIPTION OF IOU (TITLE OF BOOK, BOOK ID#)**

Click here to enter text.

**AMOUNT OF IOU $**Click here to enter text.

**TEACHER NAME** Click here to enter text.

**PLEASE TURN IN ALL IOU FORMS TO MS. GILL IN THE FRONT OFFICE AS SOON AS POSSIBLE. THESE FORMS HAVE TO BE CODED INTO THE COMPUTER.**

**PLEASE MAKE SURE EACH STUDENT WITH AN IOU IS AWARE OF THEIR OBLIGATION.**

**\*THESE FORMS MAY BE DUPLICATED\***