



**HAMILTON SOUTHEASTERN HIGH SCHOOL
SUMMER OFFICE HOURS**

**WORK PERMITS DURING MAIN OFFICE HOURS ONLY
(PLEASE ALLOW 30 MINUTES FOR WORK PERMIT PROCESSING)**

DATES	HOURS
MAY 29 – JUNE 12	7:00 AM – 3:00 PM
JUNE 14 – JULY 20 (Closed June 13, June 15, July 4)	7:30 AM – 11:30 AM
(Closed July 23RD) JULY 24 – AUGUST 3	7:30 AM – 3:30 PM
BEGINNING AUGUST 6 TH	7:00 AM – 3:30 PM

THE BUILDING WILL BE CLOSED ON
WEDNESDAY, JUNE 13th - no work permits
FRIDAY, JUNE 15TH (NETWORK SHUTDOWN – no work permits)
WEDNESDAY, JULY 4th – no work permits
MONDAY, JULY 23rd – no work permits

GUIDANCE DEPARTMENT SUMMER HOURS

DATES	HOURS
MAY 29 – JUNE 12	7:00 AM – 3:00 PM
JUNE 13 – JUNE 30	7:00 AM – 2:00 PM
JULY 2 - 6	CLOSED
JULY 9 - 20	7:00 AM – 2:00 PM
JULY 23	CLOSED
BEGINNING JULY 24	7:00 AM – 3:00 PM

**THE GUIDANCE OFFICE WILL BE CLOSED
THE WEEK OF JULY 3RD – 7TH**

Registration packets will be mailed July 18 and 19.
Registration documents and information will be available on our website at:
<http://www.hse.k12.in.us/HHS/about/enrollment.aspx>