

## NOTIFICATION OF SCHOOL WITHDRAWAL

Today's Date: \_\_\_\_\_ Last Date of Planned Attendance: \_\_\_\_\_

### STUDENT INFORMATION

Last Name \_\_\_\_\_ First \_\_\_\_\_ Middle \_\_\_\_\_ Generation (Jr., Sr.) \_\_\_\_\_  
 Birth Date \_\_\_\_\_ Gender \_\_\_\_\_ Current Grade \_\_\_\_\_ CSIS Number (from school registrar) \_\_\_\_\_

### CLASS & TEACHER CLEARANCES

PERIOD	SUBJECT	TEACHER SIGNATURE	CURRENT GRADE	TEXTBOOKS RETURNED?	COMMENTS
1					
2					
3					
4					
5					
6					
	ADVISORY				

This student is an Individualized Education Program (IEP).  Yes  No

### ADMINISTRATIVE CLEARANCES

DEPARTMENTS	ADMINISTRATIVE SIGNATURE	COMMENTS
LIBRARY		
ATHLETICS		
COUNSELOR		
MAIN OFFICE		

**WITHDRAWAL STATEMENT FOR PARENTS/LEGAL GUARDIANS**

As the parent or legal guardian of \_\_\_\_\_, I am formally withdrawing my student from Emery Secondary School. The last date of the student's attendance will be \_\_\_\_\_. The reason for the student's withdrawal is detailed below.

**REASON FOR TRANSFER** (please check as many as apply):

- The student is enrolled in a new school due to a residential move. Where? \_\_\_\_\_
- The student is enrolling in: \_\_\_\_\_ Which? \_\_\_\_\_
  - a local public school / district \_\_\_\_\_
  - a local charter school \_\_\_\_\_
  - a local private school \_\_\_\_\_
  - a local parochial school \_\_\_\_\_
  - an adult education school / program \_\_\_\_\_
- Other \_\_\_\_\_

If you have chosen a new school for your child, we would like to know more about the decision you have made. Please take a moment to share your thoughts and experiences.

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Parent/Legal Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*For Office Use Only*

Cum Folder request received -

Required Withdrawal Code

From: \_\_\_\_\_

  

By: \_\_\_\_\_

Identified as a "No Show"

Date: \_\_\_\_\_

Date: \_\_\_\_\_