



Today's Date: \_\_\_\_\_ The last day the student will attend school: \_\_\_\_\_

School: \_\_\_\_\_ Homeroom #: \_\_\_\_\_ Student ID#: \_\_\_\_\_

Student Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Current Address: \_\_\_\_\_  
Street City State Zip Code

Parent/Guardian's Name: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

**Reason for Withdrawal:**

- Student attending Non-Public, Private and/or Home Education Program within District Boundaries
- Student transferring to Charter School
- Moving out of District       Moving out of State       Moving out of Country
- Extended absence (more than ten days)..... Tentative return date \_\_\_\_\_
- Other \_\_\_\_\_

Name of New School (if applicable): \_\_\_\_\_

**Forwarding Address for Family (if applicable):**

\_\_\_\_\_  
Street City State Zip Code

\_\_\_\_\_  
Parent/Guardian's Signature (If Student under 18 years)

\_\_\_\_\_  
Student's Signature (If 18 years or older)

\_\_\_\_\_  
School Principal Signature or Designee

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**INTERNAL USE ONLY - CHECK APPROPRIATE BOX**

- Parent completed form       Information taken over telephone       Received Request for Records
- Cyber School Enrollment Form received by Business Office       Collected iPad/Laptop

Withdrawal Code: \_\_\_\_\_ Withdrawal Date: \_\_\_\_\_ Official Return Date: \_\_\_\_\_  
(Use appropriate code) (Enter the day after the last day attended school) (Should match the return date in Tyler)

Processed By: \_\_\_\_\_ Date: \_\_\_\_\_

Re-Activated By: \_\_\_\_\_ Date: \_\_\_\_\_