

WITHDRAWAL PROCEDURE

To withdraw from school, students must come to the principal's office to obtain a withdrawal form. The student should be sure to return all school-owned materials and pay any charges owed. The withdrawal form should be presented to each of the student's teachers, the cafeteria supervisor, and the school librarian for them to complete. Upon completion, the student must bring the form back to the office. A copy of the form will be provided to the student to take to the school they plan to enroll in.

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