

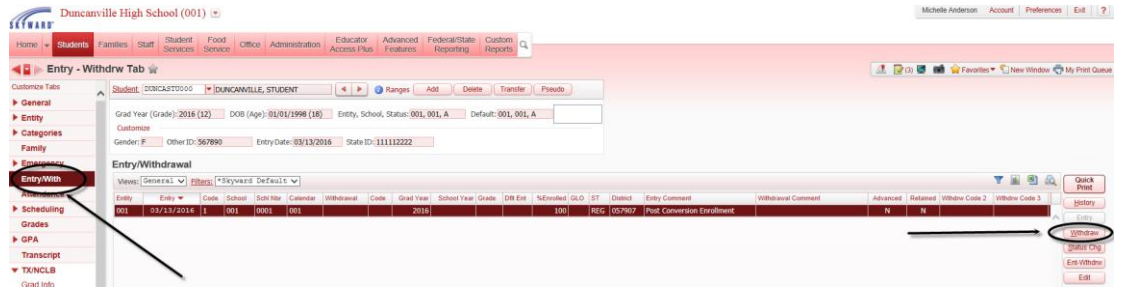
How to Withdraw a Student in Skyward



Follow the steps below to withdraw a student.

Beginning in Student Management

- Click:** Students (ST)
- Click:** Student Profile (PR)
- Click:** Entry/With



Enter **Date:** Student's Withdrawal Date

Code: Student's Withdrawal Code

Comment: Enter comments (Name of school student will be attending)

- Settings:**
- Current Year Status:** Inactive
- Next Year Status:** Inactive
- Deselect:** Include in Honor Roll and Include in Rank (if applicable) and Current Year Member

Click: SAVE

