

NEW HANOVER COUNTY SCHOOLS  
COMPLETION OF SCHOOL YEAR FORM

A student, who moves from one attendance zone to another within New Hanover County, may remain in his/her original school until the end of the year providing the following requirements are satisfied and/or maintained.

- 1. The parents or custodians have been legal residents of New Hanover County for at least one academic year.
2. There is adequate room at the school.
3. The parents or custodians will drop off and pick up their child(ren) in a timely manner.
4. The student attends school regularly without tardiness, excessive absences, or patterns of disruptive behavior or disciplinary referrals.

Our residence has recently changed from the \_\_\_\_\_ school attendance zone to the \_\_\_\_\_ school attendance zone. I am requesting that my child be permitted to complete this school year only at \_\_\_\_\_ school. If granted, I will furnish timely transportation on a daily basis.

Name of Child \_\_\_\_\_ Grade \_\_\_\_\_ Home Phone \_\_\_\_\_

Address Before Moving: \_\_\_\_\_
Street Apt # City State Zip

Address After Moving: \_\_\_\_\_
Street Apt # City State Zip

\* NEW PROOF OF RESIDENCE MUST BE SENT WITH THIS FORM; Closing document or current lease agreement\*

Parent/Custodian Name – PLEASE PRINT

Parent/Custodian Signature

Date

Approved \_\_\_\_\_ Denied \_\_\_\_\_

Comments: \_\_\_\_\_

Assistant Superintendent, Student Support Services

Date

PLEASE USE ONE APPLICATION PER STUDENT. Completed forms are to be sent to the Student Support Office for processing and tracking. New Hanover County Schools, Student Support Services, 6410 Carolina Beach Road, Wilmington, NC 28412 or FAX to 910-254-4100 or email to denise.angevine@nhcs.net.

Date Processed

THERE IS NO APPEAL TO THIS DECISION

ALL REQUESTS FOR COMPLETION OF SCHOOL YEAR DURING THE LAST NINE WEEKS WILL BE AUTOMATICALLY APPROVED PROVIDING PARENT CAN PROVIDE TRANSPORTATION.