

---

## **STUDENTS – WITHDRAWAL FROM SCHOOL – EXIT INTERVIEW**

Adoption Date: September 22, 1992; Revised August 24, 1993;  
Revised August 13, 1996; Revised July 12, 2005  
Legal Ref: I.C 20-33-2-9  
Cross Ref: Revised consent form

Under Indiana law, any student who is a least sixteen (16) years of age but is not yet eighteen (18) years of age, may withdraw from school prior to graduation. This can only be accomplished after an exit interview has been conducted by the Board’s designee as outlined below.

A student must give a written acknowledgment and the student’s parent or guardian must give consent to the student’s withdrawal prior to the student being able to withdraw. If the student’s parent or guardian does not give written consent to withdraw the student, then the school principal is to make the final determination.

If a student is enrolled in a special education cooperative or a vocational education program where the facility is not in the school corporation of the student’s legal settlement, the exit interview should take place in the school the student would normally attend if he or she was not enrolled in one of the cooperative programs.

The Board of School Trustees of Westfield Washington Schools designates the following school personnel to conduct the exit interview of a student enrolled at the specified school who wishes to withdraw from school:

Westfield High School	Principal * Assistant Principal Guidance Department Head
Westfield Middle School	Principal * Assistant Principal

\* It is permissible for the principal to conduct the exit interview without the presence of another designated employee.