

NOTICE OF WITHDRAWAL

I. STUDENT WITHDRAWN

To be completed by homeroom teacher. Forward to principal or designee on date of withdrawal from register.

School: _____ Teacher: _____

Student: _____ Grade: _____ Sex: _____ Date of Birth: _____
Last First MI M-Male / F-Female MM / DD / YY

Ethnic Category: (Circle One)
 1. White, not Hispanic
 2. Black, not Hispanic
 3. Hispanic
 4. Asian, Pacific Islander
 5. American Indian, Alaskan Native

Date Withdrawn: _____
MM / DD / YY

II. TRANSCRIPT REQUESTED

To be completed by principal or designee upon official request for transcript.

School: _____ Date of Request: _____
Name MM / DD / YY

Address: _____
City State Zip

III. CHECK REASON FOR WITHDRAWAL

TRANSFERRING TO ANOTHER SCHOOL						SCHOOL LEAVER						
Within System			Within State Outside System			OUT OF STATE	De- ceased	Disciplinary Action	Health	Below Comp Attend Age	Drop- out	
Public 1	Private 2	Church 3	Public 4	Private 5	Church 6	7	8	9	10	11		

IV. DROPOUTS (Complete for Dropout Only)

Every child between the ages of seven and 16 shall be required to attend school (public, private, or church) or be instructed by a competent private tutor. Ala. Code § 16-28-3 (1975)

A dropout is an individual who:

- (1) Was enrolled in school at some time during the previous year and was not enrolled on October 1 of the current school year; *or*
- (2) Was not enrolled on October 1 of the previous school year although expected to be in membership (i.e., was not reported as a dropout the year before); *and*
- (3) Has not graduated from high school or completed a state- or district-approved educational program; *and*
- (4) Does not meet any of the following exclusionary conditions:
 - (i) Transfer to another public school district, private school, or state- or district-approved educational program; *or*
 - (ii) Temporary school-recognized absence due to suspension or illness; *or*
 - (iii) Death.

SSAN: _____ REASON: (Circle One)

- | | | |
|--|---------------------------------|---------------------------------------|
| 1. Failed High School Basic Skills Exit Exam | 6. Physical illness | 12. Relationship with fellow students |
| 2. Academic difficulties | 7. Language difficulty | 13. Entered military service |
| 3. Marriage | 8. Dislike of school experience | 14. Behavior problems |
| 4. Pregnancy | 9. Needed at home | 15. Other known reasons |
| 5. Employment | 10. Parental influence | 16. Reason unknown |
| | 11. Student-staff relations | |

Forward copy to Attendance Officer, maintain a copy for Principal's file, place a copy in the Cumulative Folder.

V. RETURNED

Previously recorded as a dropout. Student returned to school. DATE: _____
MM / DD / YY