MARYSVILLE
Exempted Village School District

High School Withdrawal/Transfer Form

This form must be presented to each of the student's teachers to indicate that he/she has returned all textbooks, library books, and other materials. This form must be returned to the Guidance Office on the students last day of attendance at MHS.

Student's Legal Name: _____
Last First MI

Date of Birth: _____ Current Grade: _____ Graduation Year: _____
MM/DD/YR

Student's Last Day of Attendance: _____

I understand that if any outstanding obligations are owed (fee's or books) Marysville High School, in accordance with the Ohio revised code, Sec. 3313.642, grades and credits will be withheld until fees and charges have been paid.

_____ _____
Parent / Guardian Signature **Date** **Administration / Guidance Signature** **Date**

REASON FOR WITHDRAWAL

☐ **Moving out of the District — School District Moving to :** _____

Forwarding Address _____

_____ _____
(City) (State) (Zip) (Cell Phone)

☐ **Open Enrollment –Name of School District** _____

☐ **18 years of age** ☐ **Truancy** ☐ **Expelled** ☐ **Court Placed**

PD	Course	Teacher Signature	Grade %	Book Returned and/or Fee if not returned
1				
2				
3				
4				
5				
6				
7				
8				
	Library Signature →			

Locker # _____

Student is responsible to remove all items from his/her locker on their last day of attendance.
Any items left in the locker- will be sent to a local non-profit organization.

Office Use:

Date of Withdrawal _____

Records Forwarded _____

Fees Owed _____