



WAUNAKEE

COMMUNITY SCHOOL DISTRICT

ADMINISTRATION OFFICE

905 Bethel Circle
Waunakee, Wisconsin 53597
(608) 849-2000

Registrar's Office

Student Withdrawal from Waunakee Community School District

Please return this form to your student's school's main office or to the WCSD district office.

Student Name _____ WCSD School _____

Parent / Guardian Name completing form _____

Last day of attendance with WCSD _____

- In most cases WCSD will not withdraw your student from Infinite Campus until we receive verification that they have enrolled in another school or education program.

Please share the name and location of your student's future enrollment

Name _____

Address (city and state) _____

Anticipated start date: _____

Please share your new household information in the event we need to contact you.

Address _____ City / State / Zip code _____

Phone number _____ Email Address _____

Parent/Guardian Signature _____ Date _____

Before transferring from WCSD, please review and complete the following:

☒ Return WCSD-Issued Items:

- Chromebook and charger
- School library books and textbooks
- Any WCSD-issued equipment (uniforms, instruments, etc.)

☒ Settle Outstanding Balances:

- Student Fees: Ensure all fees are paid.
- Student Lunch Balance: Options for a positive balance:
 - Transfer to a sibling's lunch account
 - Donate to the WCSD Student Food and Assistance Fund (SFAF)

www.waunakee.k12.wi.us

- Request reimbursement via ACH deposit
- contact Taher Food Service at 608-849-3442 for assistance

 Retrieve Personal Belongings:

- Check school, lockers, and cubbies for personal items.

 Complete the WCSD Family Exit Survey:

Thank you for being a part of WCSD. We wish you all the best in your next steps!