



LINCOLN MIDDLE SCHOOL

How to Withdraw from Lincoln Middle School

Withdrawing from Lincoln

Families of students who choose to no longer attend Lincoln Middle School must complete the **Withdrawal Form** to start the process of withdrawing from school.

You can pick up the withdrawal form at the **Attendance Office** or email to **Lisa Gaglione** at lgaglione@smmusd.org to have the form email to you.

The completed form needs to be returned or emailed to Lisa Gaglione in the Attendance Office.

Please complete and turn in the form ASAP prior to the last day your student will be attending Lincoln Middle School.

In addition to complete the withdrawal form, the Chromebook, charger and any outstanding materials, such as library books or text books must be returned prior to the last day of attendance.

If you have any questions regarding the withdrawal process, please contact **Lisa Gaglione** at **310-393-9227 x73558** or lgaglione@smmusd.org