



# PINE HILL PUBLIC SCHOOLS

Central Administration

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Melissa Williams, Ed.D., Superintendent

Michelle Messina, Assistant Superintendent of C & I ▲ Ronald Latham, Jr., Business Administrator

## Pine Hill School District Drop/Transfer Form

Student's Name: \_\_\_\_\_

Grade: \_\_\_\_\_

PHSD School: \_\_\_\_\_

Name and address of new school: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

New address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Last day of Attendance: \_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email address: \_\_\_\_\_

For office use only:

Chromebook returned: \_\_\_\_\_

Cafeteria Fines: \_\_\_\_\_

Fees/Fines: \_\_\_\_\_

Sports equipment/fines: \_\_\_\_\_

Library books/fines: \_\_\_\_\_

**Please allow 48 hours for DROP/TRANSFER paperwork to be complete. We will contact you when the paperwork is ready for signature.**

**Thank you for your cooperation.**