Manheim Central School District

Ignite Passion and Purpose to Empower Difference Makers

281 White Oak Road
Manheim, PA 17545
Telephone: 717.664.8540; Fax: 717.664.8539
Manheim Central School District

Student Withdrawal Form

To withdraw your student please complete this form and return it to your child's school. A form must be completed for each student. Records will be sent to the new school once Manheim Central receives a formal request from the new school. Please note: Students are required to return all technology, books and other school-issued items on their last day. Failure to do so within 30 days will result in an assessed fee.

Date: _____ Last Day at MCSD: _____ School: _____

Student Name: _____

Student ID#: _____ DOB: _____ Grade: _____

Reason for Withdrawal _____

If moving, provide forwarding address: Start Date _____

_____

New School Name: _____

School Address: _____

**HS office use only: Program of Study*

☐ Gen. Education ☐ Academic/College Prep ☐ Vocational/Technical

☐ Exceptional/Other

Lunch Account Refund (please choose one of the options below):

Transfer balance to: ☐ Family Member (Name): _____

☐ Another Student (Non-Family): _____

☐ Donate the funds to a student in need

☐ Send a refund check for balance & mail to:

_____

**If you have an unpaid balance, please send a check to MCSD Food Services, 281 White Oak Rd., Manheim, PA 17545.*

Parent/Guardian Signature: _____

Principal Signature: _____