



STUDENT WITHDRAWAL FORM 2017-18

Student is responsible for taking the Withdrawal Form to all classes and having the teacher sign off on returned items and grades. Student is also responsible for cleaning out his/her locker and returning the Withdrawal Form to the Front Desk to verify no funds are due to the school. If any items are left unaccounted for, the parent will be notified. *Student records will not be released until all outstanding fees have been paid and all materials returned to Neuse Charter School.*

Student Name: _____ Withdrawal Date: _____

Grade: _____ DOB: _____ Student ID: _____

School Transferring to: _____ Fax #: _____

Receiving School's Address: _____

If homeschooling, please provide the homeschool name, school code, and verification that the student is enrolled: _____

Parent Name: _____ Phone: _____

New Home Address (if applicable): _____

Reason for Withdrawal: _____

Subject	Books Returned?	Current Grade	Teacher Signature
Language Arts			
Math			
Science			
Social Studies/History			
Elective:			
Elective:			
Grade Key: A (90-100) B (80-89) C (70-79) D (60-69) F (59 and below) <i>*If grades are not listed, they will be sent with records request.</i>			

Locker Cleaned Out: _____ Yes Locker #: _____ Counselor Initials: _____

Athletics Uniform(s) Returned _____ Yes AD Signature: _____

Parent Signature Date Counselor Signature Date

For Office Use:

_____ Verify no outstanding bills with Bookkeeper and BSC/ASC

_____ Print 2 Transcripts, schedule, progress report, report card

_____ Documents Sent - Date: _____

_____ Student dropped in Power School