



South Windsor Public Schools

1737 Main Street · South Windsor, CT 06074
Phone: (860) 291-1200 · Fax: (860) 291-1291 · www.southwindsorschools.org

WITHDRAWAL FORM

Today's Date:		Last day in South Windsor Public Schools:	
Student's Last Name, Student's First Name:			
School: <input type="checkbox"/> ET <input type="checkbox"/> OH <input type="checkbox"/> PRS <input type="checkbox"/> PV <input type="checkbox"/> TEMS <input type="checkbox"/> SWHS		Grade:	
Student SASID:		Notes:	
Student's Current Address:			
Parent/Student Phone Number:			
Reason for Withdrawal: <input type="checkbox"/> Moving out of South Windsor <input type="checkbox"/> Transferring to Different School <input type="checkbox"/> Home Instruction <input type="checkbox"/> Discontinue Schooling (18+ only) <input type="checkbox"/> 17 years old*			

If transferring to a different school, please indicate new school information below:

New School Name	
New School Address (or City, State if address is unknown)	
New School's Phone Number	New School's Fax Number

Pursuant to the parent/guardian (or student, if over the age of 18) authorization provided below, the above-named student is being withdrawn from South Windsor Public Schools on the date indicated. Upon receipt of a "Request for Records" from the student's new school (signed by the parent/guardian), or confirmation of enrollment by the new school, the following school records will be released and forwarded: official administrative record, psychological, educational and/or speech/language evaluation records; teacher and counselor observations and ratings, and health records.

*The parent or person having control of a child seventeen years of age may withdraw such child from school and enroll such child in an adult education program. Such parent or person shall personally appear at the school district office and sign an adult education withdrawal and enrollment form. Such adult education withdrawal and enrollment form shall include an attestation (1) from a school counselor or school administrator of the school that such school district has provided such parent or person with information on the educational options available in the school system and in the community, and (2) from such parent or person that such child will be enrolled in an adult education program upon such child's withdrawal from school.

Original documents are forwarded to the schools within the State of Connecticut. Copies of original documents are forwarded to schools outside of Connecticut, and originals are retained in South Windsor

Parent/Guardian Signature

Date

Student Signature (if over the age of 18)

Date

Internal: confirm that all outstanding financial/property obligations are satisfied:

ChromeBook Books/Supplies Athletics Cafeteria Other _____