Dublin City School District

Middle School Withdrawal/Transfer Form

Students
5130 F2
Revised 10/2/18
English

School: _____

Address: _____

Phone: _____ Fax: _____

- To be read and completed by the middle school student withdrawing or transferring to a different school.
- This form must be presented to each of the student's teachers to indicate that he/she has returned all textbooks, library books, Chromebook, and other materials.
- This form must be signed by the student's parent/guardian.
- This form is to be returned to the Guidance Office.

Student's Name: _____

Withdrawal/Transfer Date: _____

This form must be given to each teacher to indicate that you have turned in all of your textbooks, library books, and other materials. After your teachers have signed it, please turn this form in to the Guidance Office. It is necessary that this form be completed and turned in to allow your cumulative records to be forwarded to your new school.

SUBJECT	MATERIALS RETURNED (Please Check)	GRADE TO DATE	TEACHER SIGNATURE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
LIBRARY ITEMS	_____	_____	_____
CHROMEBOOK with powercord	_____		_____

Parent/Guardian signature: _____ Date: _____

Email address: _____ Cell phone no.: _____

Name/Address New School:

_____

_____

_____

Student's New Home Address:

_____

_____

_____