



Dublin City School District

Students  
5130 F3  
Revised 10/2/18  
English

# High School Withdrawal/Transfer Form

School: \_\_\_\_\_  
Address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

- To be read and completed by the high 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 and the school registrar.
- This form is to be returned to the Guidance Office.

Student's Name: \_\_\_\_\_ Student's ID: \_\_\_\_\_ Grade: \_\_\_\_\_

Current Address: \_\_\_\_\_ Reason for withdrawal/transfer: \_\_\_\_\_

New Address: \_\_\_\_\_ Date of withdrawal/transfer: \_\_\_\_\_

Name and Address of New School: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PERIOD	COURSE NAME	WITHDRAWAL/TRANSFER GRADE	BOOKS RETURNED YES/NO (TEXT#)	TEACHER INITIALS
<u>1</u>	_____	_____	_____	_____
<u>2</u>	_____	_____	_____	_____
<u>3</u>	_____	_____	_____	_____
<u>4</u>	_____	_____	_____	_____
<u>5</u>	_____	_____	_____	_____
<u>6</u>	_____	_____	_____	_____
<u>7</u>	_____	_____	_____	_____
<u>8</u>	_____	_____	_____	_____

### LIBRARY OBLIGATIONS

Return of **CHROMEBOOK/powercord** \_\_\_\_\_

*Note for any student who is dropping out under the age of 18: A valid work permit (age and schooling certificate) must be provided to the school stating full-time employment (Ohio Revised Code Sec. 3321.03). Failure to comply with Ohio laws relating to compulsory attendance will result in a referral to Franklin County Juvenile Court.*

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Email address: \_\_\_\_\_ Cell phone no.: \_\_\_\_\_

Registrar's Signature: \_\_\_\_\_ Date: \_\_\_\_\_