



**RED CLAY CONSOLIDATED SCHOOL DISTRICT
STUDENT WITHDRAWAL "CHECKLIST"**

PERMANENT IDENTIFIABLE INFORMATION

1. Student's Name _____
2. Address _____

3. Birth date _____
4. Phone # _____ 5. Grade Level _____
6. Attended School _____
7. Withdrawal Date _____
8. Reason for Withdrawal _____
9. New Address (If known) _____

SCHOOL _____

11. Nurse _____
12. Counselor _____
13. Homeroom Teacher _____
14. Lock Accounted For _____
15. Librarian _____
Book(s) Returned _____
Amount Due \$ _____
16. Other Obligations _____

- Total \$ _____

(Parent/Guardian Signature)

17. Principal _____

10. Estimated Grade for Current Marking Period If Over ten (10) Days				18. IMPORTANT: Please check-off (▶)	
Subject	Grade	Book Returned or Amount Due	Teacher's Signature	▶	Cumulative record folder should have the following data in it before it leaves the building
					Cumulative Record Folder
					School Health Record
					Special Education Audit File
					Cumulative Record Sheet (Grades)
					Standardized Test Record Card
					Activities Sheet/College Admission Test Results
					Psychological Evaluations
					Speech & Hearing Data
					Competency Skills Cards
					Certificate of Attainment Record Cards
					Last Issued Report Card
					Other Obligation(s)
					Other

Signature of Person Sending Record

Date