

# PENN MANOR SCHOOL DISTRICT

ADMINISTRATIVE REGULATION

APPROVED: July 2, 2012

REVISED:

## 208-AR-0-FORM-2. PERMISSION TO WITHDRAW

THIS FORM MUST BE COMPLETED FOR STUDENTS UNDER THE AGE OF SEVENTEEN (17) WHO NOTIFY THE SCHOOL OF INTENT TO PERMANENTLY WITHDRAW PRIOR TO GRADUATION.

_____ Name of Student	_____ Date of Birth
_____ Student ID or Social Security Number	_____ Address
_____ Telephone Number	_____ Name of Parent/Legal Guardian
_____ Date Notice Given	_____ Number of Credits Completed
_____ Date of Conference with Principal/Designee	_____ Date of Counseling Session

### REASONS FOR WITHDRAWING FROM SCHOOL

\_\_\_\_\_  
Student's Reason(s) for Withdrawing from School

\_\_\_\_\_  
Parent's/Guardian's Reason(s) for Allowing Student to Withdraw

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

I have held a conference with this student and his/her parent/guardian.

\_\_\_\_\_  
Signature of Principal/Designee

\_\_\_\_\_  
Date

I certify that the student and his/her parents/guardians have attended a counseling session with me.

\_\_\_\_\_  
Signature of Counselor

\_\_\_\_\_  
Date