Baldwin County Public Schools
Official Student Withdrawal Form

I. STUDENT INFORMATION

1. Student's Last Name
2. Student's First Name
3. Student’s Middle Name
4. Suffix

5. Student’s State ID # 6. Grade Level
7. Gender □ Male □ Female
8. Race
9. Date of Birth ______ / _____ / _____

10. Special Services:
□ 504 □ DB - Deaf/Blind
□ AUT - Autism □ GT - Gifted
□ ED - Emotional Disturbance □ MR - Mentally Retarded
□ MD - Multiple Disabilities □ SLD - Specific Learning Disability
□ OI - Orthopedic Impaired □ SLI - Speech Language Impaired
□ TBI - Traumatic Brain Injury □ VI - Visual Impairment
□ DD - Developmental Delayed □ HI - Hearing Impaired
□ OHI - Other Health Impaired

11. PRIMARY Reason for Withdrawal:
(SECTION II. TRANSFER INFORMATION MUST BE COMPLETED)

□ Transfer Within System, Public □ Transfer Within State, Public
□ Transfer Within System, Private □ Transfer Within State, Private
□ Transfer Within System, Church □ Transfer Within State, Church
□ WD2 - Deceased □ WD3 - Disciplinary Action (*Not for Expelled Students)
□ WD4 - Health Reasons □ WD5 - Miscellaneous
□ WD6 - Expelled Student □ WG1 - Mid-Year Graduate
□ WU1 - Whereabouts Unknown

Dropout Codes - THESE CODES CAN ONLY BE USED FOR STUDENTS AGE 17 OR OLDER:

□ D01 - Failed AHIS Exit Exam □ D02 - Academic Difficulty
□ D03 - Marriage □ D04 - Pregnancy
□ D05 - Employment □ D06 - Physical Illness
□ D07 - Language Difficulty □ D08 - Dislike School Experience
□ D09 - Need at Home □ D10 - Parental Influence
□ D11 - Student-Staff Relation □ D12 - Relationship with Fellow Students
□ D13 - Entered Military Service □ D14 - Behavior Problems
□ D15 - Other Known Reason (GED) □ D16 - Reason Unknown

12. Data Entered Into STI by: ____________________________ 13. Last Day of Attendance or Summer Withdrawal Date

II. TRANSFER INFORMATION

1. Present School:
2. Withdrawal Date:

3. Transferring To:

Name of NEW School: ______________________ Telephone w/Area Code: ______________________

Address: __________________________ City, State, Zip: __________________________

4. School Dropouts

Exit Interview Complete: □ YES □ NO Date Interview Completed: ______________________
Plan to Enroll in GED Program? □ YES □ NO Location: ______________________
Date Plan to Enroll in GED? ______________________

5. Transfers to Home School Program or Church School:

I have received the Baldwin County Transfer-In and Transfer-Out Guidelines. Date: ______________________

Parent Signature: ______________________ Student Signature: ______________________

Parent Signature Approving Withdrawal: ______________________ Date: ______________________

10/00
Baldwin County Public Schools  
Official Student Withdrawal Form Instructions

The information provided below is intended to provide general guidelines for the information to be collected in each box on the Student Withdrawal Form.

**Required Information:** “ALL” information on the Student Withdrawal Form is required. The information requested is vital to the tracking of these students so they are not counted against the school as a dropout.

### SECTION I – DATA REQUESTED

<table>
<thead>
<tr>
<th>Box #</th>
<th>Required</th>
<th>Description of Data Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Yes</td>
<td>Last Name of Student as it appears on the registration document.</td>
</tr>
<tr>
<td>2</td>
<td>Yes</td>
<td>First Name of Student as it appears on the registration document.</td>
</tr>
<tr>
<td>3</td>
<td>Yes</td>
<td>Middle Name of Student as it appears on the registration document.</td>
</tr>
<tr>
<td>4</td>
<td>Yes</td>
<td>Suffix of Student’s Name; if applicable.</td>
</tr>
<tr>
<td>5</td>
<td>Yes</td>
<td>Student’s State Issued ID Number – This is not the social security number.</td>
</tr>
<tr>
<td>6</td>
<td>Yes</td>
<td>Student’s Current Grade Level.</td>
</tr>
<tr>
<td>7</td>
<td>Yes</td>
<td>Student’s Gender.</td>
</tr>
<tr>
<td>8</td>
<td>Yes</td>
<td>Student’s Ethnicity.</td>
</tr>
<tr>
<td>9</td>
<td>Yes</td>
<td>Student’s Date of Birth.</td>
</tr>
<tr>
<td>10</td>
<td>Yes</td>
<td>Student’s Special Services; if applicable.</td>
</tr>
<tr>
<td>11</td>
<td>Yes</td>
<td>PRIMARY reason for withdrawal of student.</td>
</tr>
<tr>
<td>12</td>
<td>Yes</td>
<td>Name of Person Entering the Withdrawal Data into the STI program.</td>
</tr>
<tr>
<td>13</td>
<td>Yes</td>
<td>Last Day of Attendance for Student or Summer Withdrawal Date</td>
</tr>
</tbody>
</table>

### SECTION II – DATA REQUESTED

<table>
<thead>
<tr>
<th>Box #</th>
<th>Required</th>
<th>Description of Data Requested</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Yes</td>
<td>Name of Current School</td>
</tr>
<tr>
<td>2</td>
<td>Yes</td>
<td>Student’s Withdrawal Date</td>
</tr>
<tr>
<td>3</td>
<td>Yes</td>
<td>This is information on the new school the student will be attending after leaving his/her current Baldwin County Public School.</td>
</tr>
<tr>
<td>4</td>
<td>Yes</td>
<td>Dropout Information if student has reached the age of 17 and has decided not to complete their school experience.</td>
</tr>
<tr>
<td>5</td>
<td>Yes</td>
<td>This is information on the new program the student will be attending after leaving his/her current Baldwin County Public School.</td>
</tr>
</tbody>
</table>

*The parent must sign and date the Student Withdrawal Form.*