



- Office use only
- Notify Faculty and Staff
- WCA Textbooks Returned
- Date given to Business Office
- Account up to date
- Library Books owed
- Locker Cleanout
- Approval Signature and Date

WITHDRAWAL FROM SCHOOL

This form needs to be completed and signed to withdraw your student from West-Mont Christian Academy

Name of Student(s): _____

Withdrawal Date (Required): _____

Note: Tuition is owed through the month of withdrawal. Refer to your Education Services Agreement.

To be released:

- Complete transcript of grades, including most recent marking period
- Standardized test results
- Health records
- Special Education records (e.g. IESP, 504 plan, etc.)
- Psychological Evaluation
- All of the above

All WCA Textbooks must be returned to the school office or you will be billed for the replacement cost. Lockers must be completely emptied.

They will attend school at: _____

Reason for Withdrawal: _____

Parent/Guardian Signature: _____

Parent/Guardian Signature: _____