

## **SCHOOL DISTRICT OF NEW LONDON**

### **ADMINISTRATIVE GUIDELINE 435 - WITHDRAWAL FROM SCHOOL**

- A. Students may request to withdraw from school for one of two reasons:
  - 1. Transfer to another school (public, private, or homeschool).
  - 2. Discontinue educational plans (must be the end of term, quarter, or semester in which the student turns 18 years old).
- B. Parent notifies the school of transfer. The withdrawal request is entered into the District's Student Information System. If no withdrawal request is received, the District will make all reasonable efforts to determine the student's next whereabouts.
- C. If the student discontinues educational plans, a student-counselor/administrative conference is scheduled.
  - 1. General education alternatives are provided.
  - 2. If the alternatives are accepted, the student returns to school with alternative program in effect.
  - 3. If the alternatives are rejected, the student acknowledges that he or she may re-enter school on the first day of a subsequent semester and that the G.E.D. program is available at a technical institute.

ADOPTION DATE: March 8, 1999

REVISION DATE(S): January 8, 2007; February 11, 2019; February 14, 2024

REVIEW DATE(S): December 6, 2018; February 14, 2024

CROSS-REFERENCE: Policy 435 Withdrawal

LEGAL REFERENCE: Section 118.125(4) Wisconsin Statutes  
Section 118.15 Wisconsin Statutes