



## Leaver Tracking Form

As required by the state of Texas, all school districts must document the withdrawal of students and maintain on file the appropriate paperwork associated with student withdrawals. This information is confidential and will be used solely for this purpose.

*El estado de Texas requiere que todos los distritos escolares documenten y mantengan en el expediente del estudiante la documentación apropiada relacionada con la salida del estudiante del distrito. Esta informacion es confidencial y se utilizara solamente para este propósito.*

Student Name: \_\_\_\_\_

*Nombre del Estudiante:*

School: \_\_\_\_\_

*Escuela:*

Reason for Withdrawal Check One:

*Razón por dar de baja al estudiante marque uno:*

Student will enroll in another Texas public school. School/ District? \_\_\_\_\_  
*El estudiante se ingresará en otra escuela publica de Texas. ¿Escuela/ Distrito?*

Student will enroll in a Texas private school. School? \_\_\_\_\_  
*El estudiante se ingresará en escuela privada. ¿Escuela?*

Student will enroll in another school outside of Texas. Location? \_\_\_\_\_  
*El estudiante se ingresará en otra escuela fuera de Texas. ¿Lugar?*

Student will be home schooled. Curriculum: \_\_\_\_\_ Start date: \_\_\_\_\_  
*Example: A Beka Academy, Accelerated Christian Education, American School.*  
*CISD reserves the right to file in attendance court on parent and student for failure to provide home school instruction.*

Student is leaving to go outside the United States. Destination: \_\_\_\_\_  
*El estudiante se irá fuera de los Estados Unidos. Destinacion:*

Explain: \_\_\_\_\_  
*Explique:*

Other reason for withdrawal (please specify): \_\_\_\_\_  
*Otra Razón (por favor especifique):*

Parent/Guardian Signature: \_\_\_\_\_

*Firma del Padre ó Persona Responsable*

Relationship/Relación al Estudiante

Date/Fecha

Signature of school representative

Title/position of school rep.

Date

### For Office Use Only--PEIMS Reporting:

Student ID #: \_\_\_\_\_ State #: \_\_\_\_\_ DOB: \_\_\_\_\_

Withdrawal Date: \_\_\_\_\_ Leaver Reason Code: \_\_\_\_\_

PEIMS Clerk Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Administrator Signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### Leaver Tracking Notes

Date:	Notes:	By: