

Scott County Board of Education

Monitoring: Review: Annually, in April	Descriptor Term: Withdrawals	Descriptor Code: 6.207	Issued Date: 08/08/96
		Rescinds:	Issued:

1 Students shall notify their teacher(s) and/or principal when it is known that they will be withdrawing from
2 school.
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4 If a student drops a class or withdraws from school during a grading period, each teacher will record on
5 the withdrawal form, grade sheet, and permanent record the grade attained as of the date of withdrawal.
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7 The principal will ensure that all information is completed on a student's records before a transcript is sent
8 to another school.
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Cross Reference:
Student Records 6.600