



Accredited by the Western Association of Schools and Colleges

**FINEGAYAN ELEMENTARY SCHOOL**

194 Chalan Kasperbauer Dededo, GU 96929

500 Mariner Avenue Barrigada, GU 96913

Tel: (671) 632-9361

<https://www.finelementary.weebly.com>



**STUDENT WITHDRAWAL REQUEST FORM**

Date of Request: \_\_\_\_\_

Person requesting: \_\_\_\_\_

**\*\*Must be Parent/Guardian only\*\***

Relationship to student: \_\_\_\_\_

Telephone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

**WITHDRAWAL INFORMATION**

*Check which applies to the request for Withdrawal*

\_\_\_\_ Change of Residence to \_\_\_\_\_

**\*UPDATED MAYOR'S VERIFICATION REQUIRED\***

Name of GDOE School: \_\_\_\_\_

\_\_\_\_ Leaving/ Relocating Off Island **\*PLANE TICKET REQUIRED\***

Date Leaving: \_\_\_\_\_ Location: \_\_\_\_\_

\_\_\_\_ Will attend Private, Charter School: School Name : \_\_\_\_\_

STUDENT NAME	DOB	GR-HR	HOMEROOM CHAMORU
1			
2			
3			
4			

1. **WITHDRAWAL PROCESS TAKES 2 TO 3 INSTRUCTIONAL SCHOOL DAYS FROM THE DATE OF REQUEST.**
2. **STUDENT MUST ATTEND CLASSES, UNTIL WITHDRAWAL IS SIGN AND PICKED UP BY PARENT/GUARDIAN.**
3. **STUDENTS ARE REPOSNSIBLE TO RETURN ANY TEXTBOOKS, LIBRARY BOOKS BACK TO THEIR RESPECTIVE TEACHERS FOR CLEARANCE.**

**OFFICE USE:**

Date Received: \_\_\_\_\_ Office Staff: \_\_\_\_\_