

Weakley County Board of Education



Monitoring:

Descriptor Term:

Withdrawals

Descriptor Code:

6.207

Issued Date:

10/21/2014

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Students shall notify their teacher(s) and/or principal when it is known that they will be withdrawing from school.

If a student drops a class or withdraws from school during a grading period, each teacher will record on the withdrawal form, grade sheet, and permanent record the grade attained as of the date of withdrawal.

The principal will ensure that all information is completed on a student's records before a transcript is sent to another school.

Cross Reference:

6.600 Student Records