



SECTION 1 - Withdrawal Request

I, _____ (Parent/Legal Guardian) am withdrawing my child,
_____ (Student), from Longleaf School of the Arts for the _____
academic year. I acknowledge that my email address will be removed from LSA mailing lists.

SECTION 2 - Financial Responsibilities

1. Included is our leased LSA iPad/Chromebook # _____. Deposit reimbursement will be processed once iPad/Chromebook has been assessed and logged.
2. Included is my payment for any outstanding invoices, school property, including but not limited to music, apparel, instruments, books. Contact operations@longleafschool.com to check balance due.

SECTION 3 - Transfer to School Information

I am enrolling my child at the following school:

_____ (Name)
 _____ (Address)
 _____ (City/State)
 _____ (Phone Number)

If the above-named school is a homeschool, provide your NC Division of Non-Public Education-issued homeschool ID here: _____ and attach a copy of your DNPE Homeschool Certificate.

SECTION 4 - Reason for Leaving Longleaf

As we continuously strive for improvement, please provide your specific reason for withdrawal. Reasons will be shared with our Recruitment & Retention Committee, as well as the Board of Directors, but identifying student information will be kept confidential.

SECTION 5 - Authorization

I acknowledge that the above information is correct, and I have taken care of my financial responsibilities. I also understand that my student's school records will be forwarded to the new school following the receipt of a records request from the school.

Parent/Legal Guardian Signature

Date