Section 31.104 of the Texas Education Code states "If instructional materials or technological equipment is not returned in an acceptable condition or paid for, the district or school may withhold the student's records." KISD requires all borrowed instructional materials, textbooks, electronic devices or outstanding fines to be returned and/or cleared, prior to the release of academic records.

Student Name:	
ID Number:Birth Date:	Grade Level: Male Female
Parent/Guardian/ Qualified Student Name:	Relationship to Student:
E-mail:	Phone Number: ()()
○ Current or ○ New Mailing Address:	· · · · · · · · · · · · · · · · · · ·
City:	State:Zip:
Last Date of Attendance at Present School:	If applicable, please answer questions below:
New School District & Campus:	
New School City & State:	
Home Country:	City:
Reason for Withdrawal:	
Parent/Guardian/Qualified Student Signature:	Date:
Exit/Leaver CODE ASSIGNMENT (REQUIR	ED for each withdrawn student on both Leaver Forms and in eSchool)
3 - Deceased Death certificate, obituary, funeral program, or itten / oral statement. 3 - Left due to Pregnancy (98) male or female student (*dropout r State and Federal) – Oral or written statement acceptable 5- Return to student/parent Home Country Oral / written atement by qualified student, parent, relative or adult neighbor resident's return to home country. Must include name of home untry. Student does not need to have been born there. 6- Medical/Residential Facility written or oral statement by the ardian, or qualified student properly documented by a designated A staff member 1- College w/ 9 hrs college/university transcript request, rification by college representative or written statement from ardian/qualified student confirming enrollment	86-Student earned GED outside of TX w/copy of Cert; returned to high school, left documentation from testing company showing completion, date, cert.#, location, and contact info. 87- Texas Tech/UT High School ISD Diploma Program Transcript / records request or lett confirmation from ISD 88- Court Ordered GED—not earned - w/Case # & Judge Must include case #, court, Judginame, date. Considered *Federal 98. 89- Incarcerated as an adult in State or Federal Facility Oral/written notification from la enforcement, prosecuting attorney, or State/Federal incarceration institution. *Federal dropout. 90- Military Grad—Out of TX -grad from sending State Military Interstate Compact Agreement Grad= Official Transcript w/credits, seal, signed, sending State
D- Home school w/ started date by guardian Written statement, om parent/guardian stating student is being home schooled. Iters from parents/guardians must indicate the actual date home hooling began. G- CPS removal written statement signed by officer B- Expulsion and cannot return – not for JJAEP due process cumentation supporting the expulsion.	98- Dropout/Unknown Status/GED or Other Intent 99 no longer a code, please see Subgroups 99CH- Enrolled in TX Charter School 99CHV- Enrolled in TX Charter School (Virtual) 99PS- Enrolled in TX Public School 99PSV- Enrolled in TX Public School (Virtual) 99GED- Earned GED Certificate
L- Private school in Texas –includes Job Corps request for records all or written statement from school, written notice from ardian, or qualified student to authorized District representative. 81V- Enrolled in TX Private School (Virtual) Private or public school outside of TX out of State request for cords, oral or written statement from school, written notice from ardian, or qualified student to authorized District representative. 82V- Enrolled in Public/Private Out of TX (Virtual) Falsification of Enrollment (Due process w/Admin and/or Legal)	Note: The Leaver Code may need to be determined by an Administrator, Registrar, District Coordinators for Dropout Prevention or PEIMS Dept; please confer/consult if necessary. Person and title assigning Code: Date of Posting: Additional Notes: