



## Exit Confirmation Form

Please complete this form in its entirety for any MOST Scholar who graduates from your school, leaves the school at any time (mid-year or end of school year), does not show up on the first day of school, informs the school of plans to leave, etc. **NOTE: If a scholarship payment has been made on behalf of this student in the current school year, the school may need to reimburse MOST for the unused portion.** Please fax this form to MOST at 901.842.5331 or scan and email to Salle Norton at snorton@memphis scholarships.org.

Student name: \_\_\_\_\_ Grade level (at time of exit): \_\_\_\_\_

Parent/guardian name: \_\_\_\_\_

Name of school the student is leaving: \_\_\_\_\_

Student began attending classes at this school for this academic year on: \_\_\_\_/\_\_\_\_/\_\_\_\_

Student stopped or will stop attending classes on \_\_\_\_/\_\_\_\_/\_\_\_\_

Grade level of student on last day of attendance: \_\_\_\_\_

Reason(s) for leaving school (check all that apply):

Moved out of area

Graduated from highest grade offered at our school

Needed services not provided by the school

Academic difficulties

Disciplinary problems

Family could not continue tuition payments

Unknown

Other (Please elaborate): \_\_\_\_\_

If known, please give name of school to which student is transferring. If school name is unknown, let us know what is known: private, public, or charter and location:

Is this student leaving as a result of a suspension?  No  Yes

Has this student been expelled?  No  Yes

Does the family still owe the school any money?  No  Yes – How much? \_\_\_\_\_

PRINT NAME of School Administrator and TITLE

Signature of School Administrator

Date Signed