

Kansas Student Withdrawal Letter

Name of Parent/Guardian: _____

Address: _____

Name of Private School: _____

Name of Child: _____

Name of School Enrollment Official: _____

Name of School/District: _____

Address: _____

To Whom it may concern,

I are writing to inform you that I are withdrawing my child from your school to enroll them in our non-accredited private school. You will be receiving a Student Records Request Letter from our private school to complete my child's enrollment at their new school.

Thank you for your cooperation.

Sincerely,

(Signature of Parent/Guardian)

(Date)