



# ASCENSION LUTHERAN SCHOOL

## Opt Out of Continuous Enrollment Process

If your family is in a position in which you need to withdraw or opt out of continuous enrollment for your child(ren) at Ascension Lutheran School, please follow this simple procedure:

1. Notify the principal. We encourage you to schedule a meeting to discuss any specific issues or concerns. If there are no specific issues or concerns, for example your family is being relocated, scheduling this meeting is not required.
2. Complete the Opt Out/Withdrawal Form (below) and turn in to the school office by March 15, 2019.
3. Complete the anonymous survey regarding your experience at Ascension Lutheran School when it is sent to you.

Parent Name: \_\_\_\_\_  
First Last

Email: \_\_\_\_\_

Phone: \_\_\_\_\_ Today's Date \_\_\_\_\_

Students who are withdrawing:

Name	Grade
_____	_____
_____	_____
_____	_____
_____	_____

Reason(s) for Leaving:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Parent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Principal Signature: \_\_\_\_\_ Date: \_\_\_\_\_

By completing this form, you understand that your students' spot will no longer be guaranteed. Should your plans change, we will do our best to welcome you back into our community, providing that space is available in the class and a new agreement is signed with all applicable student fees paid in full.