

HOUSTON INDEPENDENT SCHOOL DISTRICT EXIT INFORMATION AND LEAVER CODE ASSIGNMENT FORM

CAMPUS ID#: _____ CAMPUS NAME: _____ DATE: _____

STUDENT INFORMATION PORTION: Please print

STUDENT'S NAME (Last, First, Middle): _____

ID NUMBER: _____ BIRTH DATE: _____ GRADE LEVEL: _____ GENDER: M F

EXIT INFORMATION PORTION: This portion is **NOT** supporting documentation for a Leaver Code.

PARENT/GUARDIAN or QUALIFIED STUDENT NAME: _____	RELATIONSHIP TO STUDENT: _____
E-MAIL ADDRESS: _____ <input type="checkbox"/> CURRENT OR <input type="checkbox"/> NEW	PHONE NUMBER: _____
MAILING ADDRESS: _____	CITY: _____ STATE: _____
IF APPLICABLE PLEASE PROVIDE NEW SCHOOL DISTRICT & CAMPUS: _____	
NEW SCHOOL CITY & STATE: _____	
HOME COUNTRY(INCLUDE CITY): _____	
REASON FOR WITHDRAWAL: _____	

EXIT CODE ASSIGNMENT PORTION (REQUIRED): _____ (Type/print the appropriate leaver code.)

80 - TX Public School	88 - Another HISD Campus
L03 - Died	L83 - Falsification of Enrollment(RARE)
L16 - Return to Home Country	L86 - Student Completed GED outside of Texas
L24 - Pursue college degree	L87 - Texas Tech/UT HS Diploma
L60 - Home Schooling	L88 - Court Ordered GED - not earned
L66 - CPS	L89 - Incarcerated in State or Federal Facility
L81 -Enroll TX Private School	L90 - Military Grad - Outside of Texas
L82 - Enroll Outside TX	L98 - Unknown / Dropout

ADMINISTRATOR'S INFORMATION The Leaver code is determined by the administrator, not the clerks

SIGNATURE: _____

PRINTED NAME: _____

TITLE: _____

DATE: _____

POSTING CLERK'S SIGNATURE

PRINTED NAME & TITLE

DATE OF POSTING

OFFICE USE ONLY: LEAVER DOCUMENTATION ON FILE

<input type="radio"/> 80/88 Verification of Enrollment in another Texas Public School or HISD school	<input type="radio"/> L03 Death Certificate; Obituary; Funeral Program; Written/Oral statement	<input type="radio"/> L16 Oral/Written Statement by relative or adult neighbor of student's return to Home Country
<input type="radio"/> L24 Verification by authorized college rep, or student schedule; at least 9 hours per semester	<input type="radio"/> L60 Completed Home School Question/Oral/ Written statement from parent, including the date home schooling began	<input type="radio"/> L66 Written Statement from CPS Officer, includes badge number and phone number
<input type="radio"/> L81/L82/L87 Transcript/Records Request from receiving private school, school outside of Texas or HS Diploma program	<input type="radio"/> L81/L82/L87 Oral/Written notice from parent or guardian to authorized District representative	<input type="radio"/> L81/L82/L87 Verification of Enrollment in a private school, school outside of Texas or HS Diploma program
<input type="radio"/> L83 Falsification of Enrollment / Not Immunized (include due process documentation)	<input type="radio"/> L86 GED certificate/written documentation from testing company showing completion, must include date, location, contact information	<input type="radio"/> L88 Court Order from a JUDGE requiring completion of a GED
<input type="radio"/> L89 Oral/Written notification from law enforcement, prosecuting attorney, or state / federal penitentiary	<input type="radio"/> L85/L90 Transcript showing sufficient credits, or diploma with seal (Military Interstate Compact Agreement)	<input type="radio"/> L98 DROPOUT/GED/OTHER
<input type="radio"/> HISD Withdrawal Form	<input type="radio"/>	<input type="radio"/>

