

Withdrawals are done in person by the custodial parent / legal guardian of the student. Please bring the following with you when you come to the school to withdraw:

- Photo identification
- The name, full address, and phone number, of the school you are transferring to if they are outside of Orange County if possible.
- The student's Chromebook and Charger.
- Any textbooks and/or materials that belong to the school.
- Records requests MAY up to 48 hours to process
- Call ahead to determine if there any outstanding fees.

***Please note. Records will only be released after all financial obligations have been met.