



PRIMARY STUDENT EXIT FORM

Student's name :

Date of enrollment :

Date of exit :

Last Grade :

Moving to (new school/university):

Reason(s) for leaving: Graduated

Other, Please explain

.....
.....

Library Book Returned: Yes No
(Librarian Signature)

Outstanding payment : Yes No
(School Shop Signature)

Locker Cleaned : Yes No
(Home Room Teacher Signature)

Is there any written exit letter from parents? (Yes / No)

Acknowledged by,

Kepala Sekolah
Date:

Vice Principal
Date:

Executive Principal
Date:

Note: This form will be done by HRT and filed by admissions