

MYRON B. THOMPSON ACADEMY

1040 Richards St., Ste. 220

Honolulu, HI 96813

Phone: (808) 441-8000 Fax: (808) 683-7062

www.ethompson.org

Secondary Intent to Exit Form

Instructions: To initiate the Withdrawal process, Parent/Guardian must complete this form and submit a signed copy to the Registrar's Office via scanned email, fax, hand deliver, or regular mail.

Dear Registrar,

Please release my child, _____ on _____

_____ **Student Name** _____ **Grade Level** _____ **Disenroll Date**
from Myron B. Thompson Academy. My child will be:

- ☐ Transferring to a Hawaii DOE Public/Charter School. **Name of School:** _____
- ☐ Transferring to a Hawaii Private School. **Name of School:** _____
- ☐ Transferring to a Mainland School. **Name of School and/or District:** _____
- ☐ Transferring to a School outside of the U.S. **Name of Country and/or School:** _____
- ☐ Homeschooling from MBTA. *Credits earned via Homeschooling will not be accepted by DOE or Public Charter Schools.*

Reason for Disenrollment:

Suggestions for Improvement:

*All of my child's school property (including computer, charger, etc.) will be returned on _____.

Date

**Computer Serial #: _____

Parent/Guardian Signature: _____ **Date:** _____

Parent/Guardian Cell Phone #: _____

MBTA Official's Signature (Tech Department): _____

In regards to the release forms needed to register my child at the school listed above, please...

- ☐ make them available for pick up in person from MBTA's front office
- ☐ mail the documents to my mailing address
- ☐ email the documents to the following email address: _____

Office Use Only

- ☐ 1 copy of student's VISI and 2 copies of Form 14
- ☐ Form 211 (Release)
- ☐ Student Schedule and Transfer Grades
- ☐ 1 copy of student's Transcript
- ☐ 1 Copy of BC
- ☐ Exit from PS and CANVAS
- ☐ Email Teachers
- ☐ Send Parent MBTA Exit Survey