

Preparing Your Move from OSHS

Withdrawal Process

The steps in the withdrawal process are as follows:

1. The student will need to pick up a withdrawal form from the guidance secretary. A parent or guardian must physically come into the guidance with the withdrawal form completely filled out with a photo id proving they are parent or guardian to withdraw the student.
2. The student must return all books and check out with each of his/her teachers, the bookkeeper, and media center. If any textbooks or library books are owed, the student will need to return the books or pay to replace them prior to withdrawing.
3. Once the student has completed the withdrawal process, the guidance secretary will give the parent or guardian copies of the withdrawal form, transcript, and shot record.



Counseling