

Notice to Parents Regarding Withdrawing from School

Utah state law establishes procedures that govern the withdrawal of students from a charter school for enrollment in a district school or another charter school. See Utah Code § 53G-6-503 and Utah Admin. Rule R277-472.

Specifically, Utah law states that parents are to provide notice by **June 30th** of their intent to withdraw from a charter school and enroll in the student's school of residence for the following school year. If the parent applies for admission to their school district of residence for the following year by June 30th, the school district must accept the student into the student's school of residence.

If a parent wants to withdraw a student from a charter school **after June 30th** or at any time during the school year, state law requires the parent to first go to the student's school district of residence or other charter school and obtain a **letter of acceptance** for enrollment in the new school. The parent then needs to give the charter school a copy of that letter of acceptance.

Also, in this situation, the local school district is not required to accept the student into their school of residence if the parent did not submit an application for admission to the student's school district of residence by June 30th. The district is only required to accept the student into a school in the district that has adequate capacity.

School districts should post information to their website about which schools in the district have adequate capacity. If they have not done so, you should contact the district office and request that information.

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