

Anne Arundel County Public Schools
Annapolis High School
2700 Riva Road, Annapolis, MD 21401
410-266-5240 | 410-266-0687 Fax

TRANSFERRING TO ANOTHER SCHOOL

If you are moving out of the area, the parent/guardian must submit a written request (please see the form below) for a transfer packet to provide to the new school and must come in to the school to sign for the packet. It is recommended that you provide at least three (3) business days advance notice to our Registrar, Lynne Haberstroh, (lhaberstroh@aacps.org), for time to obtain required grading information and to compile the necessary paperwork depicting a snapshot of your student's education record.

Withdraw Applications can be submitted via:

Fax: 410-266-0687 Attn: Lynne Haberstroh

Email: lhaberstroh@aacps.org

Mail: Annapolis High School
Attn: Lynne Haberstroh
2700 Riva Road
Annapolis, MD 21401

In Person: Drop off to the Guidance Office

NOTICE OF STUDENT WITHDRAW/TRANSFER

Student Name: _____ Grade: _____

I, _____ (Parent/Guardian), give permission to transfer/withdraw the above student from Annapolis High School.

LAST DAY OF ATTENDANCE: _____

New School Information:

Please check one: _____ Public _____ Private

Name of School: _____

School Phone: _____

County and/or State or Country: _____

Parent/Guardian Signature: _____ Date: _____

PAPER WORK CAN TAKE 2 or 3 BUSINESS DAYS to COMPLETE

For office use only: Transfer Code: _____ Withdraw Date: _____