

YEAR 12 SIGN OUT FORM

(to be completed after students last HSC exam)

**Please complete sections A-D below and return all resources before returning this form to the Front Office.*

SECTION A – Personal Information

Student Name: _____ D.O.B: _____

Last day of Attendance: 8/11/2018

Destination (University, traineeship, employment – please provide details):

Current Home Address: _____

Current Postal Address: _____

Student's Personal Email address: _____

(please do not use your Carroll College students email address)

Student's Mobile Phone number: _____

SECTION B – Pastoral and Resources

Pastoral Coordinator: _____

The Hub *(resources must be returned before form is signed)*: _____

SECTION C – Students to complete

I hereby officially notify the College of my intention to leave. I agree to abide by the rules of the College up to and including the actual time of my departure. I also agree to return all College equipment and textbooks. I will collect all practical projects and equipment from the College.

Student's signature: _____

SECTION D - Parents to complete

I/We hereby officially notify the College that my son/daughter _____ will be leaving with their last day being 8/11/2018.

I acknowledge that the balance of my Family School Fees is \$ _____ on ____/____/____.

Parent's name: _____

Parent's signature: _____ Date: _____

Business Manager: _____ Date: _____

SECTION E – Principal's signature: _____

Principal: _____

