

## ACCEPTABLE EXIT STATUS DOCUMENTATION

Exit Status	Definition	Allowable Documentation
01, 02, 03, 04, 05, 06, 20, 21, 40, 41	Graduated or completed	<ul style="list-style-type: none"> <li>• Official transcript or diploma.</li> <li>• Official alpha list of graduates/completers from the student management software which includes pupil's name, UIC, date of birth and SRSD completion status. Sorted by building, then by completion status then by pupil's last name.</li> </ul>
09	Moved out of state.	<ul style="list-style-type: none"> <li>• Request for student records from a receiving public or private high school or an educational program (that culminates in a regular high school diploma).</li> <li>• Written record of a response from an official in the receiving school or program acknowledging the student's enrollment.</li> <li>• For migrant pupils, documentation of student's out of state enrollment in the federal Migrant Student Information Exchange (MSIX).</li> <li>• Note: The USED has ruled that a conversation with a parent or neighbor of a student, for instance, would NOT be considered official written documentation of a transfer. The one exception is that if a parent informs a school administrator that the family is leaving the country, the school administrator may document this conversation in writing and include it in the student's file.</li> </ul>
12	Deceased	<ul style="list-style-type: none"> <li>• Confirmation from student management software that student is listed as deceased in the software.</li> <li>• Obituary, other newspaper article.</li> <li>• Program from the funeral/memorial service.</li> <li>• Written statement from the parent or guardian.</li> <li>• Death certificate.</li> </ul>
14	Enrolled in home school	<ul style="list-style-type: none"> <li>• Written parental statement.</li> <li>• Pupil withdrawal form signed by the parent/guardian or qualified student indicating pupil is being home schooled.</li> <li>• Parental record request confirming pupil is homeschooled.</li> <li>• Statement by attendance officer (truancy officer) verifying that compulsory attendance</li> </ul>

		<ul style="list-style-type: none"> <li>requirements are met.</li> <li>Note: The USED has ruled that a conversation with a parent or neighbor of a student, for instance, would NOT be considered official written documentation of a transfer.</li> </ul>
15	Enrolled in nonpublic school	<ul style="list-style-type: none"> <li>Request for student records from a receiving public or private high school or an educational program (that culminates in a regular high school diploma).</li> <li>Written record of a response from an official in the receiving school or program acknowledging the student's enrollment.</li> <li>Note: The USED has ruled that a conversation with a parent or neighbor of a student, for instance, would NOT be considered official written documentation of a transfer.</li> </ul>

For further details, see: <http://www2.ed.gov/policy/elsec/guid/hsgrguidance.pdf> .