

[Your Address]
[Your City, State, ZIP]
[Your email address]
[Your phone number]

[Date]

Principal [Full Name]
[School Name]
[Address]
[City, State, ZIP]

Dear Mr(s). [Principal's Last Name]:

I am writing to notify you that I am withdrawing my child, [Child's Name], from enrollment in the [School District Name] ISD, effective the date of this letter, and will begin teaching [him/her] at home at this time. If you have further questions, please submit them to me in writing at the above address.

According to the Texas commissioner of education, it is not necessary for a parent to make an appearance at the school or to complete the school's withdrawal forms. This letter is adequate notification for you to disenroll my child, [Child's Name]. I have enclosed the most recent letter from the Texas commissioner of education for your instruction in removing my child from your school attendance roll. An online version is available to you at <https://tea.texas.gov/about-tea/news-and-multimedia/correspondence/taa-letters/home-schools>.

For your records, this is your assurance that [Insert First Name of Student] is being homeschooled in a bona fide manner using a written curriculum consisting of books, workbooks and other written materials, plus other teaching tools that will both meet and exceed educational goals of reading, spelling, grammar, math and good citizenship.

This assurance fully satisfies all court-mandated requirements in Leeper vs. Arlington Independent School District, Case No. 17-88761-85 (Tarrant County 17th Judicial Court, April 13, 1987), as upheld by the Texas Court of Appeals on November 27, 1991 (Leeper et. al vs. Texas Educational Agency et. al, 843 S. W. 2d 41) AND the Texas Supreme Courts UNANIMOUS decision (June 15, 1994, Texas Educational Agency, et al. v. Leeper, et al. (893 S. W. 2d 432, 1994) upholding and affirming the Court of Appeals decisions. It is also in keeping with the directive of the current TEA Commissioner of Education (Commissioner's letter attached).

I request that copies of [Insert First Name of your student]'s academic, medical and all other records concerning [Insert First Name of Student] that are in your files be forwarded to me at the above address within 5 business days of the date of this letter so that we are not delayed in continuing [his or her] education.

If you have further questions, please submit them to me in writing at the above address.

Sincerely,

[Delete this & Sign Your Name Here]

[Your Printed Name]