

Withdrawal

During a transition period, a parent/guardian may request that their child is withdrawn from their accelerated placement. When this happens, you can document the withdrawal in the WAP.

Document a Withdrawal

Steps *To document a withdrawal in the WAP:*

1. Navigate to the completed **Written Acceleration Plan** and amend it.
2. Find the placement the student is being withdrawn from and click **add Withdrawal Date**.
3. Enter the Withdrawal Date and provide a reason for the withdrawal.
4. Do this for each placement the student is being withdrawn from.
5. Mark the document complete again.

State Reporting

If a student is withdrawn from their accelerated placement, "N" should be reported to EMIS for the given Subject Area the first fiscal year the student is no longer accelerated. If a **Withdrawal Date** is added to the WAP, this information will display on the EMIS at a Glance as well as in the **EMIS (FB) Record** report (**Reports > State Reporting**).

 **Tip** You do not need to report withdrawals to EMIS for students who were on an early high school graduation path because early high school graduation is not EMIS reportable if the student takes the normal sequence of courses.