



Student's Name: _____

Year Level & Mentor Group: _____

Date leaving College: _____

Name of new school: _____

If student is not transferring to another school: *If student is not yet 17 an interview with the Careers Pathway Coordinator is required. A Victorian Government Transition from School Form will also need to be completed and returned. (Students under the age of 17 need to seek an exemption to leave school for TAFE, Apprenticeships, Work and Alternative Job Training options.)*

☐ Undertaking further education training: TAFE/Institute name: _____

OR

☐ Undertaking full time employment/apprenticeship (must be working 25 hours or more a week)

Employer name: _____ Commencing on: _____

Should these circumstances change you are required to contact the College immediately.

Forwarding Details (if different to current details)

Address: _____

Phone number: _____

Email: _____

Reason for student exit:

☐ Moving from the area Destination: _____

☐ Financial Reasons, has this been discussed with Finance Manager? ☐ Yes ☐ No

☐ Personal, has this been discussed with the House Leader or Deputy Principal Students? ☐ Yes ☐ No

☐ Further education/Apprenticeship/Employment

☐ Moving to another school (Please provide reason) _____

☐ Unhappy with the College (Please provide details) _____

☐ Other (Please provide details) _____

Because we value your opinion, we ask that you comment on the following:

Positive aspects of your time at the College:

Things you think could be done better at the College:

Would you recommend the College to family and friends? ☐ Yes ☐ No

I understand that all equipment or resources owned by the College (including library books) must be returned, or fees will continue to be charged until such matters are finalised. I understand that all fees and outstanding payments will be finalised before my child leaves.

Parent/Guardian 1: (Name & Signature) _____

Parent/Guardian 2: (Name & Signature) _____

Note: Both parents/guardians are required to sign

Exit Form to be returned to Registrar, Mrs Kylie Perry - enrolments@sfcc.vic.edu.au

OFFICE USE ONLY:

REGISTRAR:

NOTIFY

- ☐ Classroom Teachers
- ☐ House Leader
- ☐ VCE Coordinator
- ☐ Library
- ☐ Careers Coordinator
- ☐ Timetabler

- ☐ Wellbeing Team
- ☐ IT Support
- ☐ VASS Administrator
- ☐ Business Manager
- ☐ Ipad returned/paid
- ☐ Deputy Principal Students

UPDATE

- ☐ Simon
- ☐ Synergetic