



OFFICIAL NOTICE OF ENROLLMENT & REQUEST FOR RECORDS

Attention: Federal and State Compliance Office

Date: 00/00/0000

Name of MDCPS Public School

Date of Birth: 00/00/0000

Student Name: John Doe

MDCPS Student ID: 00000000

Parent Name: Jane Doe

DOE School Code: 0000

Dear Registrar,

Please be advised that ***John Doe*** has been officially accepted and has enrolled at Elev8 Schools for the 2026-2027 academic school year, effective ***Enter Date***.

Our School is a private 6-12 educational institution registered with the Florida Department of Education and meets all compulsory attendance requirements pursuant to F.S. 1003.21.

Pursuant to MDCPS attendance reporting procedures, please process the withdrawal of this student using Withdrawal Code W04 (Private School). We understand that the parent has initiated this transfer of their own free will to participate in the Florida Private School Scholarship program.

Please provide the parent or email us all cumulative scholastic records, including the most recent report card, transcripts, health records (DH3040/DH680), and any Special Education (IEP/504) documentation related to the student. Our email is ***Enter Email Here***

Sincerely,

Dean Signature:

Parent Acknowledgment: