



Withdrawal Procedures

Please contact the school counseling department at 757-898-0319 if your address, home, work, cell or emergency phone numbers have changed.

Moving?

If you are planning a move during the school year, please contact the school counseling office at 898-0319 as soon as possible with an approximate move date and the last day your child will be attending Tabb Middle.

Official transcripts/records must be sent directly to the receiving school by TMS. This includes students of military families. An "unofficial" copy to include the report card, academic history, IEP, birth certificate and medical information may be requested by the parent to hand carry to the receiving school. Requests for unofficial records should be made to Mrs. Lynn Gray, TMS Registrar. Records will not be available without prior notice of at least 48 hours. For more information, you may contact Mrs. Gray directly at 757 898-0319.

End-of-Year Withdrawals

If a student withdraws prior to the last fifteen (15) days of school, grades to date will be given, but no indication of promotion/retention will be made on the report card. If a student withdraws within the last fifteen (15) days of the school year, final grades and placement for the next school year will be mailed. Please contact the school counseling office at 898-0319 with a forwarding address.

If a student is enrolled in a high school credit class and will be moving before the end of the year, arrangements must be made with that teacher for the student to take the final exam.