



**Central Office**  
PO Box 2470 Julian, CA 92036  
760-765-5500  
www.jcs-inc.org

## EMPOWERING LEARNERS FOR 20 YEARS

JCS-Cedar Cove JCS LIVE JCS-Manzanita JCS-Mountain Oaks JCS-Pine Hills JCS-Pine Valley

---

[Insert Name] Superintendent  
[Insert Name of District Office]  
[Insert Address]

[Insert Date]

Re: Notice of Student Expulsion or Disenrollment  
[Insert Pupil's Name], Pupil

Dear Superintendent [Insert Name]:

Pursuant to Education Code Section 47605(d)(3), please be advised that, as of [Insert Date], [Insert Pupil's Name] has [been expelled/disenrolled] from Julian Charter School.

The above-mentioned pupil's last known address is as follows:

[Insert Pupil's last known address]

Julian Charter School will provide the [Insert District Name] District with a copy of the cumulative record of the pupil, including a transcript of grades or report card, and health information regarding the pupil upon receipt of written request. Please mail all written requests to: Julian Charter School, PO Box 2470, Julian, CA 92036-2470

Sincerely,

Jennifer Cauzza  
Executive Director

Cc: Parent of Child  
Student File