

RESIGNATION

PS-163  
Rev. 5/2015

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Position: \_\_\_\_\_ School: \_\_\_\_\_

Effective Date: \_\_\_\_\_ I.D.# \_\_\_\_\_

Please accept this as my letter of resignation for one of the following reasons:

(Please check one)

A – Retirement

B – Resignation for employment in education in Florida

C – Resignation for employment outside of education

D – Resignation with prejudice

E – Resignation for other personal reasons

L – Resignation for employment in education outside Florida

- Resignation contingent upon my appointment to another position within the District

Sincerely,

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Principal's signature of acceptance)

\_\_\_\_\_  
(Date accepted)

\*\*\*\*\*

**MIS DEPARTMENT ONLY**

Employee's access (if any) to District On-Line Information was verified and deleted.

By: \_\_\_\_\_ Date: \_\_\_\_\_