

To: North Carolina Department of Public Instruction
Exceptional Children Division
6356 Mail Service Center
Raleigh, NC 27699-6356
Attn: Mary Watson

Request to Withdraw Formal Written Complaint

I withdraw my request for the North Carolina Department of Public Instruction's investigation of
Complaint Number _____ regarding the _____ and
(School System)

(Name of Student)

I understand that my withdrawing the complaint does not affect my right to request an
impartial due process hearing or file another complaint in the future.

(Signature)

(Date)