

**SCHOOL OFFICIAL'S NOTICE OF CESSATION OF  
 FULL-TIME SCHOOL ATTENDANCE**

**Retain this form in your files for use in notifying the Railroad Retirement Board if the student named below changes plans and does not return to full-time attendance for a new school term or ceases full-time attendance for a reason other than graduation.**

**Paperwork Reduction Act and Privacy Act Notices**

The information requested on this form is needed to terminate student benefits timely. The Railroad Retirement Board's (RRB) authority for requesting this information is contained in Section 7(b)(6) of the Railroad Retirement Act (45 USC 231f(b)(6)). While you are not required to respond, your cooperation in promptly completing and returning this form will be appreciated.

We estimate this form takes an average of 2 minutes per response to complete, including the time for reviewing the instructions, getting the needed data, and reviewing the completed form. Federal agencies may not conduct or sponsor and respondents are not required to respond to a collection of information unless it displays a valid OMB number. If you wish, send comments regarding the accuracy of our estimate or any other aspect of this form, including suggestions for reducing completion time, to Associate Chief Information Officer for Policy and Compliance, Railroad Retirement Board, 844 North Rush St., Chicago IL 60611-1275.

When an event listed in Item 7, below, applies, please return this completed form by mail or facsimile to:

Facsimile Number:

1. Student's Name	
2. Student's Social Security Number	
3. Railroad Employee's Name	
4. RRB Claim Number	
5. Name of School	

**CERTIFICATION OF SCHOOL OFFICIAL**

6. Enter the date the student identified above ceased to be a full-time student at your school.	Month		Day		Year		

7. Check the appropriate box:  Reason the school attendance ended.	<input type="checkbox"/> 1. Suspension or expulsion
	<input type="checkbox"/> 2. Withdrawal
	<input type="checkbox"/> 3. Change to part-time status
	<input type="checkbox"/> 4. Failure to continue in full-time attendance at start of new term
	<input type="checkbox"/> 5. Transfer to full-time attendance at another school
	<input type="checkbox"/> 6. Other: _____

8. Knowing that anyone making a false statement or representation of a material fact for use in determining a right to payment under the Railroad Retirement Act commits a crime punishable under Federal Law, I certify that according to this institution's records, the information given above is true.

Printed Name of <School Registrar/Home School Teacher>	Telephone Number (     )
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Signature of <b>Error! Reference source not found.</b>	Date
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