



Withdrawal Form

Date: _____

We are sad to see you go! While tuition is due monthly, we do not consider each month a new session. During the school year (September-May), your child's enrollment is carried over each month. Should you choose to withdraw your child from our program, a two-week written notice is required, as stated on the registration form signed at the time of enrollment. If a two-week notice is not provided, we will assume your child is still enrolled and we will continue to add tuition charges and late fees on your account, for which you will be held responsible. Please fill out and either email this form or drop off at the front desk so the office staff can update your account.

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STUDENT'S FIRST & LAST NAME: _____

DAY, TIME & LEVEL OF CLASS: _____

LAST DAY YOUR CHILD WILL ATTEND: _____

REASON FOR DROPPING: _____

PARENT(S) FIRST & LAST NAME: _____

PARENT(S) SIGNATURE: _____

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IS THERE SOMETHING WE COULD'VE DONE DIFFERENTLY? PLEASE EXPLAIN SO WE CAN TRY TO IMPROVE:

Thank you for your feedback. We hope to see you back again soon!