



Notice of intention to withdraw from the school or the Boarding House must reach the Admissions Office at least eight working weeks in advance of the student's last day. A penalty fee is incurred if inadequate notice is given. Return this completed form to the Admissions Office or fax to 241 1010. Contact the Registrar on 241 1000 (ext 1206 or 1214) if you have any questions. Notice of withdrawal is calculated from the day this completed form is returned to the Admissions Office.

The school provides a leaving certificate and an academic transcript for departing students. It takes approximately two working weeks to complete transfer documentation. Documentation will only be released when all outstanding fees have been settled and all library books have been returned.

Date: \_\_\_\_\_  
Attention: Principal, Jerudong International School  
Re: Notification of withdrawal

Dear Mr Price,

Please be informed that my child/children as listed below will be withdrawn from:

	<b>Please tick</b>	<b>As of (Date)</b>
Jerudong International School		
Boarding House		
Boarding House Bus		

Reason for leaving \_\_\_\_\_

<b>Name</b>	<b>Year Level</b>	<b>Class/Tutor Group</b>

For future reference, I have listed our contact details below:

Forwarding address:
Country:
Telephone:
Email:
Next school:

### Alumni Association

The email and student name/s listed on this form will be automatically entered on our Alumni database for future reference. If you DO NOT wish to have your details entered please indicate by ticking the box below.

I do not wish to join the Alumni Association. Please do not enter this email address or the names of the student/s on the Alumni database.

Mother's signature: \_\_\_\_\_

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

Father's signature: \_\_\_\_\_

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