



# STUDENT WITHDRAWAL FORM

(Please Print)

Date:	Term Withdrawing:	Student No:
Last Name:	First Name:	Middle Initial:

Address:	
Phone:	Email:

Before submitting this form, please read the following:

- Please be aware that withdrawing within the term will result in you being charged for the whole term.
- Parents are required to give a term's notice (ten school weeks) in writing if a student is to leave Al Siraat College. This is followed up with an exit interview with the Principal before the withdrawal process can be completed
- If you have any fees owing please ensure this is up to date before lodging this form in to the College office. Non-payment of outstanding fee may result in the matter handed over to Debt Collection Agency
- If you are on a financial agreement with the College please make appropriate arrangements for this to be paid before withdrawing your child from Al Siraat College
- Please ensure any resources borrowed from the College are returned to the Main office prior to leaving.

I have read and understand the above information.

Signature:	Date:
Parent/Guardian Name:	

For Office use only:	
Withdrawal Date:	Entry Date: