



# BLOOMSBURY INTERNATIONAL SCHOOL HATYAI

## STUDENT WITHDRAWAL NOTIFICATION

### Parent's Information

Parent/Guardian		Date	
Forwarding Address		Email	

### Child(ren)'s Information

Name		Year Level/ Tutor		Name		Year Level/ Tutor	
Name		Year Level/ Tutor		Name		Year Level/ Tutor	

### Last Day of Attendance

\_\_\_\_\_ Year \_\_\_\_\_ Month \_\_\_\_\_ Day

### Reason for Withdrawal

- Relocating to: \_\_\_\_\_
- Returning home to: \_\_\_\_\_
- Joining new school abroad: \_\_\_\_\_
- Joining new school in Thailand: \_\_\_\_\_
- Other: \_\_\_\_\_

Name of New School (if applicable) \_\_\_\_\_

Deposit Fee Amount \_\_\_\_\_ Date deposited \_\_\_\_\_

- Approve the deposit fee  Deposit NOT approved \_\_\_\_\_
- Reimburse the full amount to: \_\_\_\_\_  
(include bank, account name & account #)

### Required Documents & Student Clearance

To complete the withdrawal process, families must be up to date on all bills.

### Check list for Deposit Fee returned to parents:

All three boxes must be ticked in order for deposit to be returned to parents.

- Student Withdrawal Notification signed.
- ALL fees for school have been paid to Finance: Tuition, uniform, text books, lunch/snacks and Cambridge Tests.
- The Principal agrees that ALL requirements have been met.

\_\_\_\_\_  
Principal's signature

\_\_\_\_\_  
Parent / Guardian Signature

\_\_\_\_\_  
Printed Name

Please submit this form to the Admissions Department.