

Bundy Canyon Christian Preschool
STUDENT WITHDRAWAL FORM

CHILD'S NAME: _____	GRADE/CLASS: _____
ADDRESS: _____	PHONE: _____

DATE OF BIRTH: _____	EMAIL: _____

Bundy Canyon Christian Preschool Policy states you must give 2 weeks advance notice in writing of withdrawing your child.

DATE NOTICE GIVEN: _____ EFFECTIVE DATE OF WITHDRAWAL: _____

REASON FOR WITHDRAWAL: (Please check all that apply)

- Moving Transfer to Another Preschool/School: _____
NAME OF SCHOOL
- Financial Reasons Personal Reasons
- Other (please explain): _____

Do you have any comments you would like to share: _____

Do you have a day care fee balance? No Yes Amount \$ _____

How do you plan on paying off the balance? _____

FORWARDING ADDRESS: _____

Parent acknowledges financial responsibility of any outstanding balance. _____ Initials

PARENT SIGNATURE: _____ DATE: _____

BCCS Use Only: <input type="checkbox"/> In person <input type="checkbox"/> Phone <input type="checkbox"/> Email <input type="checkbox"/> Fax
Processed by: _____ Date: _____