

 <b>THE PERSE</b> SCHOOL   SINGAPORE	<h1>TPSS WITHDRAWAL FORM</h1>
<b>Date of Notice:</b>	
<b>Name of Child/Student:</b>	
<b>Class:</b>	
<b>Date of Withdrawal: (last day of attendance at school)</b>	

I wish to inform the school of my intention to withdraw my child from the above-mentioned class. I understand that I must provide at least 60 days of notice before the start of the semester to be entitled to a refund, in accordance with the refund policy, as stated in Schedule D of the student contract. I understand that once my child has formally withdrawn from the School, re-registration at The Perse School (Singapore) will be subjected to an administration and confirmation fee upon approval of acceptance by the Management.

Reason for withdrawal	Tick where appropriate	1. Reason for transfer 2. Name of school attending after leaving The Perse School (Singapore)
Transfer outside Singapore		1.  2.
Repatriating to home country		N.A.
Transferring to a local school		1.  2.
Transferring to another International School in Singapore		1.  2.
Others		

**Refund of Tuition Fees (if applicable)**

Bank Details for the refund to be completed:	
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Parent/Guardian's Name	Signature	Date
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**For official use only**

*Tick where applicable*

Sufficient notice given     Yes     No

Comments

Refundable Tuition Fees     100 %     75 %     0 %

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<b>Name of Enrolment manager</b>	<b>Signature</b>	<b>Date Received</b>
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<b>Principal Name</b>	<b>Signature</b>	<b>Date Received</b>
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	Inform class teacher via email or memo		Update iSAMS		Update Classlist
	Library Account		Schools Buddy Account		Mycelium Account