

Withdrawal Request

PLEASE READ CAREFULLY

Please complete this form to discontinue enrollment.

This form must be submitted by the 15th of the month BEFORE the month in which you wish to withdraw. (e.g. Submit by February 15 to withdraw March 1)

Be advised that failure to submit proper documentation by this deadline will result in financial responsibility until withdrawal takes proper effect. This measure is in the interest of preserving fairness to all students. We appreciate your understanding.

STUDENT NAME

CLASS/LESSON

DAY + TIME

INSTRUCTOR

IS YOUR CONTACT INFO CHANGING?

NO

YES, MY NEW INFO IS BELOW

NEW ADDRESS

NEW PHONE

EMAIL

YOUR NAME

SIGNATURE

DATE



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