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**Student Withdrawal Form**

I am hereby informing \_\_\_\_\_\_\_\_\_\_(name of preschool) \_*\_\_\_\_\_\_\_\_\_\_\_\_\_\_* of the withdrawal of my child:

Child’s Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Teacher: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Section: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date of last day student will/did attend: \_\_\_\_\_\_\_\_\_\_

I understand that by completely filling out this form and promptly returning/mailing it to the address of the preschool, I am officially withdrawing my child from\_\_\_\_\_\_\_\_\_\_(name of preschool)\_\_\_\_\_\_\_\_\_\_\_\_ \_*\_\_\_\_\_\_\_\_\_\_\_\_\_\_,* and that any tuition refund due will be mailed (see the agreement or handbook of preschool for details).

Parent/Guardian Name Parent/Guardian Signature

For Office Use Only:

Date Received: Refund Due:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Mailed: \_\_\_\_\_ Amount: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Exit Survey**

So that we may continue to improve, and make informed decisions about our preschool, please take a moment to let us know why you have withdrawn your child.

I am withdrawing my child because:

* Daycare/Work Scheduling conflicts
* We’re moving
* Cost of Tuition/Monetary Concerns
* Other: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_