



Notice of Withdrawal

For all Withdrawals as per the Terms and Conditions of Enrolment, notice in writing (via this form) is required. The Notice of Withdrawal must be signed by all signatory parties represented on the Enrolment form unless otherwise altered via court orders.

For all withdrawals:

- i. A full term's notice must be received to ensure the return of the Entry Bond.
- ii. If leaving during the first week of term, the invoice will be updated to show no charges for that term.
- iii. If leaving after the first week of the term, the current term's fees remain payable in full.
- iv. When there is an outstanding balance on the account the Entry Bond refund, if applicable, will be applied to the account, after which any credit balances will be refunded.

Until this form is received, your child/ren will continue to be enrolled and you will continue to be liable for any fees associated with the enrolment. Payment of outstanding fees or an alternative fee agreement is required prior to releasing school reports and/or any other information on the student to forwarding schools.

Student Name/s:		Class	
Last day of Attendance:			
Reason for Withdrawal: Please outline the reason for leaving, i.e. Relocation, Financial, Curriculum or Steiner Philosophy issues, Class Teacher/Faculty issues.			
I am requesting an Exit Reflection and Review Conversation with the Principal		<input type="checkbox"/>	YES / <input type="checkbox"/> NO
I am aware I am liable for any outstanding fees payable		<input type="checkbox"/>	YES / <input type="checkbox"/> NO
I am aware I will forfeit my Bond if sufficient notice is not provided		<input type="checkbox"/>	YES / <input type="checkbox"/> NO
I have music equipment rented from the school to be returned		<input type="checkbox"/>	YES / <input type="checkbox"/> NO
School Transferring to: Please advise transferring school so any available CSEF funds can be forwarded.			
Parent/Guardian 1 Name:		Parent/Guardian 2 Name:	
Signature:		Signature:	
Date:		Date:	
Please provide your bank details for any refunds due; Bank Name: _____ Account Name: _____ BSB: _____ Account Number: _____			