



Withdrawal from Enrolment

Use this form to confirm the withdrawal from enrolment of a student. Please use BLOCK LETTERS.

STUDENT DETAILS

Surname	<input type="text"/>	Current Year	<input type="text"/>
First name	<input type="text"/>	Date of Birth	<input type="text"/>

FAMILY DETAILS

Parents' details

	Mother	Father
Surname	<input type="text"/>	<input type="text"/>
First name	<input type="text"/>	<input type="text"/>
Mobile phone	<input type="text"/>	<input type="text"/>
Email	<input type="text"/>	<input type="text"/>

Home address

Provide one address only if Mother's and Father's address is the same.

	Mother	Father
Street address	<input type="text"/>	<input type="text"/>
Suburb	<input type="text"/>	<input type="text"/>
State	<input type="text"/>	<input type="text"/>
Postcode	<input type="text"/>	<input type="text"/>
Phone	<input type="text"/>	<input type="text"/>
Fax	<input type="text"/>	<input type="text"/>

The student lives at this address:

- All the time Part of the time All the time Part of the time

GENERAL CONSENT

This is a declaration by parents or a guardian responsible for fees.

We:

- Acknowledge that, as per the Enrolment Confirmation we both signed, we have agreed that:
 - If after paying the confirming fee, but prior to starting at school, you withdraw your child from the College and do not notify the College of your intention at least one full term in advance, a fee of 25% of the annual tuition fee, and if applicable 25% of the annual boarding fee, will be payable.
 - If after our child has started attending the School, we decide to withdraw our child from the School; we will give notice at least one full term in advance. We understand that if we do not give this notice a fee of 25% of the annual tuition fee will be payable and if applicable, boarding fees must be paid for the whole year.
- Apply to have the above-named student withdrawn from enrolment at Methodist Ladies' College effective from _____ (date)
- Which school is your daughter moving to? _____

4. Provide the following reason(s) for our decision to withdraw the student from enrolment at the Methodist Ladies' College
[You are strongly encouraged to speak with the relevant Dean of Junior, Middle or Senior Years' Education, Admissions Registrar or the Principal to discuss your decision prior to forwarding this form]:

Reasons for withdrawal of student

Forwarding address

Please provide a forwarding address:

Street address	<input type="text"/>
Suburb	<input type="text"/>
State	<input type="text"/>
Postcode	<input type="text"/>
Phone	<input type="text"/>

Would you like to stay in contact with MLC and receive Strive, Collegian Connection Newsletter, and Reunion Information? Please tick the box for Yes No

Father's signature

Date

Mother's signature

Date