

EC&ES Clearance Form

Withdrawal Date 离校日期 : _____

Student Name 学生姓名 : _____ Grade 年级 : _____

* Return this form to the Admission Office after initialing is completed, at the last day of school.

此表格需签完字，在学生在校最后一天交至招生办。

Teachers	All returned (Teachers Signature)
Homeroom teacher 班级老师	
Music 音乐老师	
Art 美术老师	
PE 体育老师	
Chinese 中文老师	
Library 图书馆	
Cafeteria 餐厅	

Accountant : _____

Director : _____

My child is withdrawing from daily attendance at ISD. All ISD books materials and fees must be cleared by ISD before school records are released.

Student Email address 学生邮箱 :

Parent Email address 家长邮箱 :

Parent Signature : _____

Date : _____

All the best!

INSPIRE SUCCEED DREAM

ADMISSIONS OFFICE: _____

DATE: _____

Withdrawal letter

退学申请书

Dear ISD,

I am writing to you about withdrawing my child _____ (name).

Because _____.

We will go to _____.

This letter is to serve as written notice of my child withdrawal from ISD

effective _____ (date).

Thank you for your attention and consideration in this matter.

尊敬的东莞文盛国际学校，

我本人为我的孩子 _____ (姓名) 现做出退学书面申请。

因为 _____ 的原因。

我们将转学到 _____。

现向学校提出申请，决定于 _____ 年 _____ 月 _____ 日 (日期) 开始在东莞文

盛国际学校结束学业。

请学校给予配合，谢谢！

Sincerely 诚挚地，

Date 日期: _____