



# WITHDRAWAL FORM

Name of Student: \_\_\_\_\_ Year \_\_\_\_\_

Registration number: \_\_\_\_\_

Date of departure from International School Delft: \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

Date of departure from country (if applicable): \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

Contact number: (work/home) \_\_\_\_\_ Mobile number: \_\_\_\_\_

Records required at the time of departure:  Transcript of grades / report card

Confirmation of attendance

Reason of departure:  Dutch School  Moving Abroad

Other \_\_\_\_\_

*To comply with Dutch Government Regulations, we need a forwarding and school address in order to officially withdraw your child:*

Name of next school / college: \_\_\_\_\_

Address of next school: \_\_\_\_\_  
\_\_\_\_\_

Family forwarding address: \_\_\_\_\_  
\_\_\_\_\_

New phone number: \_\_\_\_\_ New email address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

*A minimum of 60 days notice must be given using this form in order to withdraw a student. Unless full notice is given fees will continue to be charged and the deposit will not be returned according to the Standard Terms and Conditions.*

Information for refund of deposit – bank account details:

Account name: \_\_\_\_\_

Bank name: \_\_\_\_\_ Account no: \_\_\_\_\_

***Checklist for refund deposit (if applicable): for school use only,***

- School books returned?  Loan devices returned?  Locker key card returned?  
 Have all outstanding debts been paid? Incl Laptop fees (if applicable)

Please return this form to: [admin@isdelft.nl](mailto:admin@isdelft.nl) (ISD Primary) or [admin@internationalschooldelft.org](mailto:admin@internationalschooldelft.org) (ISD Secondary)