



Student's Withdrawal and Deposit Refund Form

- Please note that term fees are non-refundable.
- Deposit will be returned only upon 1 month's notice.

Student's Name: _____ Class: _____

Withdrawal Notice Date: _____

Last Day of Attendance in School: _____

Reason for withdrawal: _____

For Deposit Refund Procedure, please provide the following information.

Name of Payee: _____

IC/FIN No.: _____ Contact: _____

Address for Cheque to be Issued: _____

Signature/Name/IC: _____ Date: _____

For Official Use Only

Amount to be refunded: \$ _____

Cheque No. : OCBC _____

Processed by : _____