



Date Received: _____

Parent's Name: _____

Child's Name: _____

Class to be withdrawn from: _____

I, the undersigned, agree that once this form has been received by the Early Learning Academy Office, my Child's name will be removed from the class roster, and an additional registration fee will be required to re-enroll. I also agree that all pending charges will be paid as set forth in the Early Learning Academy handbook.

Parent's Signature: _____

According to the ELA handbook there is a one month written notice to the Director required before withdrawal. During this time, tuition is due. We understand that circumstances change, however, we still need to maintain our class size to keep our cost down.

Director of the Early Learning Academy