

Notice of Withdrawal

Name of student _____ Grade _____

Name of student _____ Grade _____

Name of student _____ Grade _____

Reason for withdrawal

Company transfer

Different school Please specify: Bilingual school Swiss school Other international school

Date of last day of school (Please refer to the Conditions & Terms of the ZIS Financial Regulations regarding withdrawal dates and fees.)

Students' new school information:

Name of student _____ School name and address _____

Name of student _____ School name and address _____

Name of student _____ School name and address _____

Parents' forwarding address

Parent last name _____ Parent first name _____

Address _____

ZIP/city _____ Country _____

E-mail _____

Telephone _____ Fax _____

Note:
1. Upcoming withdrawals are not held confidential from our staff
2. MS/US transcripts or LS school records are only sent upon request

Parent's signature _____ Date _____

For office use only

Parent account settled, Business Office Yes No Sports uniforms / equipment returned, PE Yes No
Locker key returned, campus admin. Yes No Library books returned, Librarian Yes No
IT equipment Yes No

Admissions (sends email to): Principal, Business Office, school office, Librarian, PE, Nurse, Development Office