

Children of Joy! Withdrawal Form

Per the Tuition Agreement and Parent Handbook:

Families are required to give a 30-day notice to terminate enrollment. The first installment payment is your non-refundable tuition deposit. Upon termination, the deposit will be applied to your balance and the remaining balance will be the responsibility of the family. Tuition is prorated on a daily basis using the annual tuition amount, and the number of days in the school year. Registration fees are non-refundable. Supply fees will be prorated on a monthly basis using the supply fee amount for your child's class.

Child's Name: _____ Date: _____

Classroom: _____ Withdrawal date: _____

Reason for withdrawal: _____

Administration Signature: _____

Parent/Guardian Signature: _____

Parent/Guardian (Printed Name): _____

Approved date: _____

Refund to Family: \$ _____

Amount Owed to COJ: \$ _____