FCCCI WITHDRAWAL FROM PROGRAM (1-WEEK NOTICE)

Policy: Withdrawal from the program must be received, in writing, a full week prior to my child's last date of attendance. If my withdrawal ends mid-week I understand that fees are charged on a weekly basis and are due for the entire week. Refer to the School Year Handbook for further information relating to Termination of Service.

CHILD: ____

DATE OF NOTICE: _______________________ LAST DATE OF ATTENDANCE: _______________________

SITE: ❒BRADLEY ❒GRACE MILLER ❒GREENVILLE ❒M. M. PIERCE

Comments: ____

Parent Signature: _______________________________________ Date: _______________

FCCCI USE: ●●

❒Received at a site? Site: _________________ Staff: _______________________ Date: _______________

❒Received in Main Office: ❒From parent ❒Faxed ❒E-Mailed ❒Via Mail Date: _______________

❒Provided written 1-week notice ❒Did not provide proper notice

❒Parent confirmation copy: ❒given to parent ❒faxed ❒e-mailed ❒mailed ❒sent via site __________

Processed by: _____________________________________ Date: _______________