

From:

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To
Deutsche Schule London
Douglas House Petersham Road
Richmond TW10 7AH

DE-REGISTRATION

I/we herewith would like to deregister the pupil born on.....and
attending class from the German School London with effect from.....

Details of new School/University/Training Startdate:

Name: Address:

Our new address: Moving in date:

Reason for Leaving

- Professional Change of parents
- Local change of school
- Student's Graduation
- other

Bank details (for the reimbursement of the deposit):

Please note that deposit repayment is dependent on timely receipt of your deregistration letter and will be reimbursed either on or before 30 September for deregistration for the coming school year, or before 28 February for deregistration for the second term. The deregistration process is subject to the terms of the school fee policy.

Account holder: Accountnumber:

Name of bank: Sort code:

IBAN: BIC:

I/we would also like to cancel my/our membership in the German School Association Ltd

By ticking this box I agree to subscribe to regular newsletters and updates with regards to events, projects, fundraising and other developments at DSL. If you change your mind, you please kindly let us know via email.

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Signature of parent/legal guardian (father) Place, date

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Signature of parent/legal guardian (mother) Place, date

Please note that it is a statutory requirement (even when moving abroad) to submit leavers data (new school, start date, new address, moving date, birth date) to the local authority (London Borough of Richmond upon Thames). (Please see: Department of Education/School Admissions Code/Children Missing Education)