

Leaving Form – Primary Students

CHECKLIST

1. Complete the Information below.
2. Return all Library books. Failure to do this will mean your account will be charged for the value of the books.
3. Ensure all accounts have been paid at the Finance Office and Uniform Shop.
4. The Uniform Shop may purchase back from you, some of your uniform items such as jerseys, shorts, dresses and jackets. These will need to be thoroughly cleaned (washed and ironed). Please see the attached Second Hand Uniform Guidelines and Form for further instructions.

PLEASE NOTE

Official documents such as school reports and letters of attendance will not be given out, until all bills have been paid, and the Leaving Form has been completed and returned to the International Office.

STUDENT NAME		Year:	Classroom:
FORWARDING ADDRESS (home country)			
EMAIL ADDRESS			
LAST DAY AT SCHOOL			
LEAVING TO ATTEND	<p>I am completing one of the following in: NZ <input type="checkbox"/> or Overseas <input type="checkbox"/></p> <p>a. Another school: _____</p> <p>b. Further study at: _____</p> <p>c. Employment with: _____</p>		

Please return your completed form to the International Office before you leave school.

Thank you