



## Ballet Virginia International Withdrawal Form

**The directors of BVI must receive this completed form if a withdrawal is desired**

as printed on the academy brochures, registration forms and website

Withdrawal/Refund Policy: Tuition is non-refundable. Refunds will not be made, except in the case of serious illness or injury, verified by a doctor's certificate. If a student is dismissed from the Academy because of unacceptable behavior, no tuition will be refunded. Ballet Virginia International reserves the right to deny any refund request. Should a tuition refund be issued, the registration fee will not be refunded. If a student wishes to withdraw from the academy, the academy directors must receive, in writing, notification that the student is withdrawing. The parent or guardian is responsible for all tuition payments due up until the point the Academy receives written notification of the withdrawal. Once notification is received the student will be dropped from the automatic payment plan for the following month.

Today's date: \_\_\_\_\_

Student name: \_\_\_\_\_

Class level: \_\_\_\_\_ Class day of week and time: \_\_\_\_\_

Parent requesting withdrawal: \_\_\_\_\_

Reason for withdrawal: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

~ Please continue writing on back if necessary ~

Last Day attending: \_\_\_\_\_

\_\_\_\_\_  
Signature of requesting parent

\_\_\_\_\_  
Printed name of requesting parent

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