



# DOON INTERNATIONAL SCHOOL

(A Co-educational, Day & Residential School, Affiliated to CBSE, New Delhi)

32 CURZON ROAD, DEHRADUN-248001, UTTARAKHAND

Tel: +91 135 2658491, 2656088, 7253000327

E-mail : info@disdehradun.com | Website : www.dooninternational.com

## WITHDRAWAL FORM

Date : .....

The Principal  
Doon International School  
32, Curzon Road  
Dehradun – 248001  
Uttarakhand

Dear Sir/Madam,

My Ward, Miss/ Master \_\_\_\_\_ Admission No. \_\_\_\_\_ is  
studying in class \_\_\_\_\_ at your School.

1. I would like to withdraw him/ her from Doon International School due to (reason)

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

2. I understand that I have to clear all the outstanding dues of my ward towards the school  
before collecting him/ her from the school.

3. I request you to issue his/ her Transfer Certificate after I have cleared the dues.

4. I will come to School to pick up my ward and all his/her belongings on \_\_\_\_\_(Date).

5. I understand if all his/her belongings are not collected within fifteen days of his/ her  
departure, the School has the right to discard his/ her remaining possessions.

Thanking You,

Yours faithfully,

\_\_\_\_\_  
(Parent's / Legal Guardian's Signature)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Mobile Number : \_\_\_\_\_ Email : \_\_\_\_\_