



NOTICE OF WITHDRAWAL

<p>IMPORTANT</p> <p>Please write in BLOCK LETTERS ONLY.</p> <p>Please provide ALL information required in this form. Incomplete forms will NOT be processed.</p> <p>Document/s requested shall be released only if your account status is "CLEARED".</p>	STUDENT NUMBER	COURSE
	NAME OF STUDENT	
	LAST NAME	FIRST NAME MIDDLE NAME
	CONTACT NUMBER	EMAIL ADDRESS

I AM FORMALLY WITHDRAWING FROM THE ENTREPRENEURS SCHOOL OF ASIA EFFECTIVE _____ (Effectivity Date)

REASON FOR WITHDRAWAL (please check all applicable)

<input type="checkbox"/>	CONTINUING EDUCATION TO A FOREIGN AFFILIATE SCHOOL	NAME OF SCHOOL	COUNTRY
<input type="checkbox"/>	TRANSFER TO ANOTHER SCHOOL	NAME OF SCHOOL	ADDRESS
<input type="checkbox"/>	RELOCATION	PROVINCE / REGION / COUNTRY	
<input type="checkbox"/>	EMPLOYMENT	NAME OF COMPANY	ADDRESS
<input type="checkbox"/>	OTHERS (State your reason)		

RELATIVE TO MY WITHDRAWAL, I WOULD LIKE TO REQUEST FOR THE FOLLOWING DOCUMENTS :

DOCUMENT (PLEASE MARK "X" ON THE BOX)	
<input type="checkbox"/>	TEMPORARY TRANSCRIPT OF RECORDS (for evaluation purposes of accepting school)
<input type="checkbox"/>	OFFICIAL TRANSCRIPT OF RECORDS (issued upon written request of accepting school)
<input type="checkbox"/>	TRANSFER CREDENTIAL
<input type="checkbox"/>	OTHERS :

ENROLMENT STATUS :

<input type="checkbox"/> I AM NOT CURRENTLY ENROLLED LAST TERM ENROLLED _____ TERM	<input type="checkbox"/> I AM CURRENTLY ENROLLED TERM ENROLLED _____ TERM	MODULE CODE	REF. NO.	MODULE CODE	REF. NO.
			REF - IDX		REF - IDX
			REF - IDX		REF - IDX
			REF - IDX		REF - IDX
			REF - IDX		REF - IDX

I CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND CORRECT AND ANY ADJUSTMENTS PERTINENT TO MY REQUEST WILL BE SUBJECT TO ADMINISTRATIVE CHARGES WHEN APPLICABLE AND THAT THE APPROVAL / DENIAL OF MY REQUEST IS THE SCHOOL'S PREROGATIVE.

RECEIVED BY :	SERVICES VALIDATION
SERVICE OFFICER ON DUTY	
DATE RECEIVED :	

STUDENT'S PRINT NAME AND SIGNATURE _____ DATE _____



STUDENT CLEARANCE

CLEARANCE FOR: [] Withdrawal [] Leave of Absence [] Others [] Graduation [] Course Completion

NOTE: It is the student's responsibility to obtain all of the required signatures indicated below, which certify clearance on all academic and non-academic obligations to the Thames International/Entrepreneurs School of Asia. Please accomplish in the order indicated below.

Name: Last First Middle Student Number:

Complete Address

Telephone No: Landline Cellphone Email Address:

Degree Program: Last Term Attended: Term Graduating:

The above-named student has cleared all outstanding obligations as verified by the signatures of authorized school personnel below:

Table with 5 columns: Cleared By, Signature, Date Cleared, and 8 rows of departmental signatures (Student Affairs, Academics, Library, Infirmary, Support Services, Student Services, Office of the Registrar, Accounting).

If graduating, GRADUATION FEE paid on ; TN# , TNS#

REMARKS:

Large empty rectangular box for remarks.