



WITHDRAWAL REQUEST FORM 2025/2026

Withdrawal forms MUST be submitted to registration@epd.org prior to your child's last day of attendance. Prorated refunds are based off the last date of recorded attendance or three days after receiving the form, whichever is later. The \$125 Registration Fee paid at time of registration is non-refundable and not factored into prorated refunds/credits.

It is the parent/guardian responsibility to notify their child's school, teacher, and site director of their last day.

Child's Name: _____
(Last) (First)

Location:

- | | |
|--------------------------------------|---------------------------------|
| <input type="radio"/> Conrad Fischer | <input type="radio"/> Hawthorne |
| <input type="radio"/> Edison | <input type="radio"/> Jackson |
| <input type="radio"/> Emerson | <input type="radio"/> Jefferson |
| <input type="radio"/> Field | <input type="radio"/> Lincoln |

Withdrawal From:

- ☐ AM Rec Station
☐ PM Rec Station

Parent/Guardian Phone: _____

Last Day of Attendance: _____

Reason for Withdrawing from the Program:

PARENT SIGNATURE

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Parent/Guardian's Signature _____ **Date** _____

Office Use Only

Date Received:	_____
Received Email Sent:	_____
Withdrawal Date:	_____
Copy to Supervisor:	_____
Processed Date:	_____
Site Notified by Supervisor	_____