

ST. JOSEPH'S PRIMARY SCHOOL

48 WOOD ROAD, HONG KONG

WEBSITE: www.sjps.edu.hk

TEL: 2574 2259

FAX: 2591 6537



聖若瑟小學

香港活道四十八號

Student Withdrawal Notice

Please return the form to School General Office **one month prior to the last date of attendance.**

Student Name (last name, first name)	Class	Last Date of Attendance

Parent Name (last name, first name)	Phone No.	Parent Email

**Please check the appropriate box*

Reason(s) of leaving:

- Emigration (Destination: _____)
- Transfer to another school (Destination School: _____)
- Others (Please specify: _____)

The following document(s) is / are requested:

- School Reference Letter** (Student who has got the reference letter cannot apply for another reference letter in the future)
- Student Transcript** (\$20 each)
- Report Card of current year**

(Parent's Signature)

Parent's Name: _____

Date: _____

FOR SCHOOL USE ONLY
Received date of the notice:
Verified by: