

Student withdrawal form

Parents who intend to withdraw their child from the school must fill out a *student withdrawal form* and submit it to the school's administration at admin.escph@kk.dk.

Please note that if your child attends the KKFO, it is your responsibility to give the municipality notice of withdrawal. There is one month's notice until the 15th and the last day of the month. You can [do so here](#) or contact *Pladsanvisningen* in Københavns Kommune.

Student information

Name: _____ **Class:** _____

Last day of school: ____ / ____ / ____

Exit survey

Please help us understand your reason(s) for withdrawing your child from the school. We collect this information to improve the students' experience at European School Copenhagen. Your answers will be treated confidentially.

Please check one or more of the reasons below:

- ☐ We are relocating
 - ☐ The academic level is too demanding
 - ☐ The academic level is too low
 - ☐ I am not comfortable socially
 - ☐ I have decided to attend another school – please provide the name of the school below
 - ☐ Other reasons for withdrawing - please elaborate below
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Signature and date

I wish to withdraw my child from the European School Copenhagen and, in doing so, I acknowledge that there is no guarantee of readmission to the school. I give permission for my child's personal information such as grades, contact information, and guardian information to be shared with my child's new school.

Parents'/guardians' signature: _____ **Date:** ____ / ____ / ____

Thank you for providing this information to us. We are sorry to see you leave and wish you all the best!

Please ensure all books, loan computers and other property of the European School Copenhagen are returned to the school before your child's last day.