

Resignation from School Enrollment

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[School Name]

[School Address]

[City, State, Zip Code]

Dear [Principal's Name or Appropriate Title],

I am writing to formally resign from my enrollment at [School Name], effective immediately/ [Last Day of Attendance]. This decision was not made lightly, but after careful consideration, I believe it is in my best interest to pursue other opportunities.

I would like to express my gratitude for the support and education I have received during my time at [School Name]. I truly appreciate the efforts of the teaching staff and administration.

Thank you for your understanding.

Sincerely,

[Your Name]