

# Withdrawal Letter

Date: \_\_\_\_\_

To: [School Name]

Address: [School Address]

Dear [Principal's Name],

I am writing to formally withdraw my child, [Child's Name], from [School Name] due to academic reasons. After careful consideration, we believe it is in the best interest of [Child's Name] to pursue a different educational path that better aligns with their learning needs.

We appreciate the support and guidance provided by the faculty and administration during [his/her/their] time at the school. This decision was not made lightly and reflects our commitment to ensuring [Child's Name] receives the appropriate educational environment.

Please let us know the necessary steps to complete this withdrawal process, including any paperwork or formalities that need to be addressed.

Thank you for your understanding.

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]