

Opt-Out Request for Educational Subscription Plan

Date: [Insert Date]

To Whom It May Concern,

I am writing to formally request to opt-out of the educational subscription plan under my account, associated with the email address [Insert Email Address].

Due to [briefly explain reason, e.g., personal circumstances, financial reasons], I would like to discontinue my subscription effective immediately.

Please confirm the cancellation of my subscription along with any final charges or refunds if applicable.

Thank you for your assistance in this matter.

Sincerely,

[Your Full Name]

[Your Contact Number]

[Your Address]