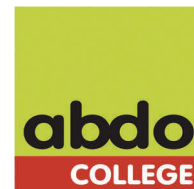


ABDO College Courses 2016-17 Withdrawal Form



In the event that you no longer wish to study the course for which you have applied, please complete and return this form to the address below together with any coursework issued to you.

This form must only be completed by the student.

Verbal requests will not be actioned.

Requests from Practice Managers/Supervisors will not be actioned.

Important

Once your place on the course is confirmed by ABDO College you will be liable to pay the fees, even if you subsequently withdraw from the course. If you withdraw after confirmation but no more than three weeks after the official course start date, the fee will be refunded, less a £200 administration fee per course; if the fees have not been paid at that point, then only the £200 administration fee per course will be due. Any student withdrawing after this deadline will be liable to pay the full fees, with no refund.

If you have been awarded student finance to fund your course and then subsequently withdraw, responsibility for the course fees will revert to you and the policy, outlined above, will apply.

I hereby confirm that I no longer wish to study the following ABDO College course.

Course/s withdrawing from:	
Name of student:	
Membership no:	
I enclose assignments: (Refunds will not be issued if coursework has not been returned in good order)	Yes / No
Signature of student:	
Signature of Supervisor:	
Date:	
Reason for withdrawal:	
Other comments:	

Return to: Claire Raffill, Operational Services, ABDO College, Godmersham Park, Godmersham, Canterbury, Kent CT4 7DT.