

Oakbrook Child Development Center

Two Week Withdrawal Notice

Date: _____

Please accept this as written notification that _____

Will be withdrawing from Oakbrook Child Development Center on _____

Our decision for withdrawal is for the following reason(s):

I understand that once I have submitted this two week notice my enrollment status will be considered inactive and therefore open for new enrollment.

I understand I am responsible for paying tuition through my two weeks' notice.

Parent/Guardian

Date

OCDC Representative

Date