

TRANSFER / WAITLIST REQUEST

Name of child(ren):

Existing class

Course:

Day:

Time:

Waitlist / transfer to which class / time

Course:

Day:

Time:

Required starting date

Please note that we charge a \$20 administrative fee for each change you may make to courses within term time or before your child's first class

Signature of parent/guardian

Date

Office Use: Class List Database

Confirmed By _____ (phone/person)

Date: _____

C-E-006/2010