

# DELHI PUBLIC SCHOOL

## WITHDRAWAL GUIDELINES ”

1. One clear calendar month's notice in writing or a month's fee in lieu of such notice must be given before a pupil can be withdrawn.
2. One clear calendar month's notice must be given if a child wants to withdraw the bus facility
3. Fees for full term to be paid in case of midterm withdrawal.
4. Transfer Certificates are not issued until all dues of the school are settled.
5. Name of a student can be struck off the rolls on the following grounds.
  - 1a) Discipline
  - 1b) Unsatisfactory progress
  - 1c) Detention or repeated detentions in a class. As a rule only those students will be retained on the roll of the school who can take the school leaving examination and are under 18 years of age.
  - 1d) Non payment of school fee by due date and/or with late fee till the last day of that month
6. No fees refund after school opens