Section 1		
To be completed by parent / guardian.		
NAME OF STUDENT (Please use BLOCK LETTERS and underline surname)		Student Identification No:
		(*NRIC/Birth Cert/Foreign Identification No.)
Name of present school	CHIJ (KATONG) PRIMARY SCHOOL	
Level / Class		
Reason(s) for application to drop		
*Higher Chinese Language / Higher Malay Language / Higher Tamil Language		
* delete accordingly		
Name of parent/guardian		
Relationship to pupil		
Contact No	Home	Mobile
	Signature	Date
Section 2		
To be completed by school principal.		
Date :		
Dear* parent/guardian of(Class)		
The school has considered your request to have your *child/ward opt out of *HCL / HML / HTL and is agreeable to the change. This change will take place with immediate effect.		
Thank you.		
Yours sincerely,		
Mrs Simon		
Principal		
cc Mdm Venus Tan (HOD MT)		
(Form Teacher)		