



Early Learning Executive Office:
 107 Tupelo Ave. SE
 Fort Walton Beach, Florida 32548
 Office: (850) 833-9330
 Fax: (850) 833-9344

VPK Withdrawal/Termination Form

ATTN: VPK Coordinator

This is to inform you that the following child has withdrawn or has been terminated from our VPK program:

Child's Name: _____ DOB: _____

Certificate #: _____ Class: _____

Parent's Name: _____

*****Last day of attendance (must match attendance roster):** _____

Reason for Withdrawal/Termination (check one):

- Loss of contact Moved out of the area
- Never Attended, No show Parent withdrew child
- Provider dropped child (behavior and/or attendance issues)*

*If "Provider dropped child" is indicated, a *brief explanation is required*.

Name of VPK Provider's Center: _____

Provider's Signature: _____

Date: _____

MAIL OR FAX THIS FORM TO:

For Okaloosa County Providers:
 ELC of Okaloosa and Walton Co.
 Attn: Kathleen Byrd
 107 Tupelo Ave.
 Fort Walton Beach, FL 32548
 Fax: 850-833-9337

For Walton County Providers:
 ELC of Okaloosa and Walton Co.

 10 S. 4th St.
 Defuniak Springs, FL 32435
 Fax: 850-892-8562

| For official use by ELC only: | | |
|--------------------------------------|-------------------|-----------------|
| Date Received: | Date EFS updated: | EFS updated by: |
| | | |