



## TOP OF THE SOUTH TRADES ACADEMY

### CONFIRMATION OF WITHDRAWAL / TRANSFER

Please return to: The Top of the South Trades Academy  
Email: [shaaron@tradesacademy.ac.nz](mailto:shaaron@tradesacademy.ac.nz)

School:

School Trades Academy Coordinator name:

#### STUDENT DETAILS:

First Name:

Last Name:

Trades Academy Course:

#### WITHDRAWAL

Reason/s for Withdrawal (tick appropriate reasons):

- Employment (please specify)
- Apprenticeship (please specify)
- Other tertiary study (please specify)
- Returned to school - Trades Academy was not as expected or unsuitable
- Returned to school - Conflict with school responsibilities/workload
- Left region (e.g. changed schools)
- Left NZ
- Other reasons (please give details):

#### TRANSFER (Staying with TOTSTA)

- Changing schools within region. New School:
- Changing to another Trades Academy qualification New Course:

#### AUTHORITY

Last day of attendance at Trades Academy/school

Date:

School Trades Academy Coordinator Signature:

Date:

Comments: