



# SCHOOL BUS CANCELLATION FORM

If your child is cancelling the school bus, you are requested to inform the Finance Office **1 week in advance** by Email. Please complete this form and return it to [financeb@stpaulhanoi.com](mailto:financeb@stpaulhanoi.com)

Student's Name: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Grade: \_\_\_\_\_

Date of cancellation: \_\_\_\_\_

Reason for cancellation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_


**\*Refund Policy: refunds will only apply if paid by Full year or Semester option. No refund is applicable if paid by Quarter**

Parents' Signature

Parents' Print Name

\_\_\_\_\_

\_\_\_\_\_

 Please contact the Finance Office for further information on bus refund policy:

Accounting Office: 04 3399 6464  
Email: [financeb@stpaulhanoi.com](mailto:financeb@stpaulhanoi.com)