

Application for Withdrawl 《退學》申請表	
Learner:	Learner No:
Programme Title 課程名稱	
Reason for Withdrawl 退學理由	
Document Attached 文件證明	如公司信、領事館批文等 Employer's letter / consulate proof etc.

Notes 注意事項:

- SRDI has the right to sustain learner's record and homework.
本學院有權保留退學學員之成績及功課。
- Fill in the form clearly; no application will be processed should any information is inaccurate and incomplete.
各項資料必須清楚填寫，如資料不完整及未能準確提供，本申請將不予接納。

Learner's Signature 學員簽署

Date 申請日期

For Office Use

Handled on _____

Handled by _____

Processed on _____

Processed by _____

Form Filled and Signed by Applicant Correctly

HKID Copy verified

Informed the Applicant the outcome

Updated the record on _____

by _____