



DEPARTMENT OF THE AIR FORCE
48TH FIGHTER WING (USAF)

**RAF LAKENHEATH YOUTH PROGRAMS
WITHDRAWAL/CLASS CHANGE FORM**

Please submit this form to the front desk at the RAFL youth center.
For SAC and Instructionals, in accordance with your family agreement, you will provide a written two weeks' notice for any changes or withdrawals in order to avoid any further payments.

Today's Date: _____
Withdrawal Effective Date (2 WEEK MINIMUM NOTICE) _____

Youth Name(s): _____

PROGRAM:

☐ SCHOOL AGE WITHDRAWAL

☐ OPEN REC WITHDRAWAL

☐ INSTRUCTIONALS WITHDRAWAL:
Class _____ Day _____ Time _____

☐ INSTRUCTIONALS CLASS CHANGE
Current: Class Name _____ Day _____ Time _____
Change to: Class Name _____ Day _____ Time _____

Please answer the below to help us better meet our customer's needs:

Reason for withdrawal:

Any comments, suggestions, or concerns you would like to share:

If you would like to discuss your withdrawal or change in further detail please contact:

School Age: Ms. Jaime Carson, School Age Coordinator at 226-5453

Instructionals/Open Rec: Mr. Leon Pratt or the Front Desk at 226-5437

Signature

Date

For Staff Use Only

Received by: _____ Date _____