

Appendix E

Guardian Request Form

Date: _____

To: Guardianship Coordinator
ISS International School
21 Preston Road,
Singapore 109355

Fax: (65) 6273 7065

Email: guardianship@iss.edu.sg

From: _____

(Name of Student)

Re: Request to change guardian

This is to inform you that my son/daughter/ward would like to move from his/her current guardian

(Name of Guardian)

at

I confirm that this has been discussed with the guardianship coordinator and the current guardian.

The reasons for the change of guardian:

* I undertake to inform ISS when we have decided where my son / daughter / ward will be living. He / she will not move until this transfer has been accepted by ISS.

This move is a commitment for the current academic year therefore no other request to move will be accepted during this period. We will consider a request to move only under extraneous situations.

Please contact ISS Guardianship Coordinator on (65)69396120 for more details of the listing process. Thank you

Name and Signature of Parent

Name and Signature of current guardian

Please return completed form to Guardianship Coordinator, ISS International School.