Please complete this form to request an early release for your student from the Pre-College Scholars Program. Please note that the date of the early release must be after completion of all final exams and satisfaction of all mandatory class requirements. This form must be filled out and signed by the student’s custodial parent or legal guardian, and emailed directly to Soukaina Elbani the Risk Management Specialist of Summer Sessions at selbani@berkeley.edu, who will then send you a release decision.

I, ___________________________ (Custodial Parent/ Legal Guardian) of _________________________ (Student) is requesting an early release on behalf of said student.

**Student Information – Please Print Clearly**

Name of student: _________________________________________________________________________________________

Residence Hall and Room: _________________________________________________________________________________________

Name of the RAM: _________________________________________________________________________________________

Date/ time of departure: _________________________________________________________________________________________

Will the student have completed all mandatory class assignments and exams on or before this date?

Yes _______ No _______

The reason for the early release:

___________________________________________________________________________________________________________

**Custodial Parent/Legal Guardian Information:**

Name of the custodial parent or legal guardian making the request: _____________________________

Home telephone number of custodial parent or legal guardian: ________________________________

Cell Phone: _________________________________________________________________________________

Signature of custodial parent or legal guardian: ________________ Date: _________________________

**Please Note:** This form does NOT exempt a student from final exams or class requirements.

This form requires wet signatures (signed in ink with a pen). Typed or electronic signatures will not be accepted.