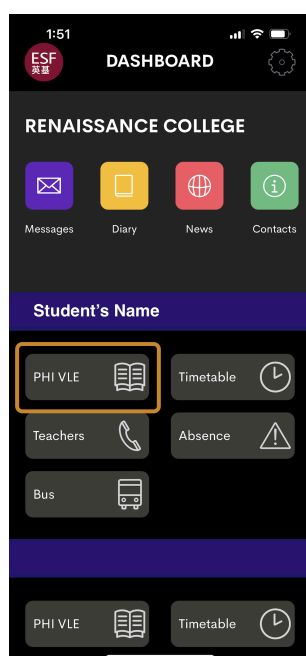


How to submit a withdrawal notice on ESF App

Follow these steps if you need to withdraw your child from Renaissance College

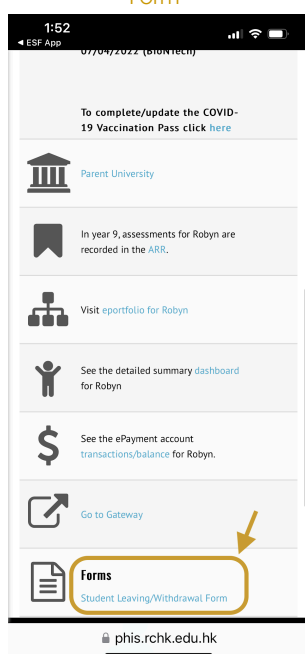
Step 1

Open PHI VLE on your ESF App



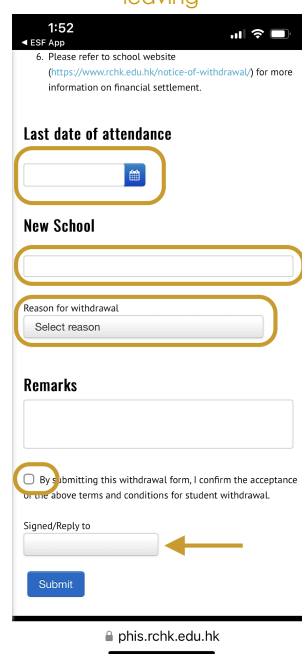
Step 2

Go to 'Forms' and click on 'Student Leaving/Withdrawal Form'



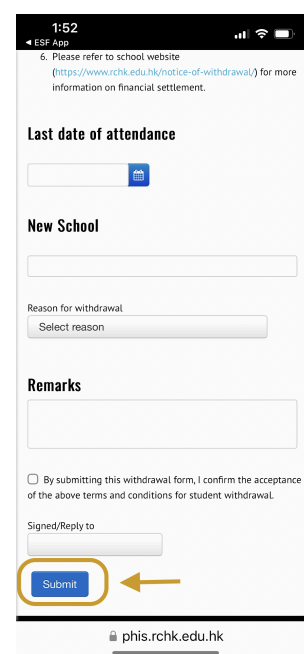
Step 3

Fill in the required information and select the reason for leaving



Step 4

Submit the form



If you face technical issues in the process, please email our **RedDoor Centre's Help Desk** at helpdesk@rchk.edu.hk.

What is the ESF App?

The ESF App is a user-friendly mobile platform through which parents receive all school announcements. ESF App is connected with our Gateway database and the Virtual Learning System (VLE), also known as PHI, through which parents can access students' academic results, report a child's absence or schedule Parent-Teacher conferences.

[Click here for more ESF App functions](#)