

ROMAN CATHOLIC ARCHDIOCESE

ST. CATHERINE HIGH SCHOOL



35 ST. JOHN'S ROAD, SPANISH TOWN, JAMAICA W.I.
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13 August 2025

The Permanent Secretary
Ministry of Education and Youth
2 National Heroes Circle
P.O. Box 498
Kingston 4

Dear Sir/Madam,

RE: TRANSFER: DE:JAN LEWIS (grade9-10)

The student is requesting a transfer from ELTHAM HIGH SCHOOL
to ST. CATHERINE HIGH SCHOOL

The reason(s) for the request is **Number (s) 9**

1. Proximity to school
2. Change of residence
3. Financial constraint
4. Relative(s) attending this school
5. Convenience of travel
6. A change is in the best interest of the child
7. Affiliation to the school
8. Parent is employed to the school
9. **Other**

Please note that we are willing to effect the transfer with the approval of the Ministry of Education.

Yours truly,

