



Clarendon College

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Under the auspices of the United Church in Jamaica & the Cayman Islands

September 4, 2023

The Permanent Secretary
Ministry of Education Youth & Information
2 National Heroes Circle
Kingston 4

Dear Sir/Madam,

Re: Transfer for Chevon Richardson – Grade 8

The parent of the above-named student is seeking a transfer for him from **Mount Pleasant Academy** to attend **Clarendon College** in September 2023.

Reason:

- | | |
|--|---|
| ☐ Convenience of travel | ☐ Relocation |
| ☐ Financial Difficulties | ☐ Relative at the school |
| ☐ Affiliation to the school | ☐ Change of Environment |
| ☐ Ministry Request | ☒ Other |

I am willing **to accept** him. However, this is subject to the approval of the Ministry of Education.

Yours truly,

A. Salmon (Sec)
for David O. Wilson
Principal



**cc: The Principal
Mount Pleasant Academy**

CHAIRMAN:
Fitz Carty

PRINCIPAL:
David O. Wilson, J.P.

VICE PRINCIPAL - DEAN OF STUDIES:
Lilith Wilson

VICE PRINCIPAL - REGISTRAR:
Linval Levy