



Holy Trinity High School

18 George Headley Drive, Kingston 4, Jamaica W. I.
Tel: (876) 922-7104 Fax: (876) 967-3716



August 15, 2024

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

Dear Sir/Madam:

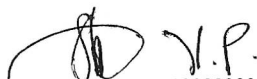
Subject to the approval of the Ministry, I am willing to release **KEVIN HOWELL**

on transfer from **HOLY TRINITY HIGH SCHOOL** to attend **CHARLIE SMITH HIGH SCHOOL**.

The transfer is being sought for the following reason (s):

- ☐ Change of residence
- ☐ Best interest of the child
- ☐ Financial constraints
- ☒ **Proximity to home**
- ☐ Curriculum offered
- ☐ Other _____

Yours truly,


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Rev. Carl F. Clarke, JP
PRINCIPAL



cc. Principal – **CHARLIE SMITH HIGH SCHOOL**