



EXCELSIOR EDUCATION CENTRE

Methodist Church in the Caribbean & the Americas - Jamaica District
Founder: Dr. The Hon. A. Wesley Powell, O.J., O.B.E., LL.D., M.A., B.Sc.

EXCELSIOR HIGH SCHOOL

137 MOUNTAIN VIEW AVE., KINGSTON 3, JAMAICA W.I.

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August 21, 2025

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

Dear Sir:

Re: Transfer of: Kellisa Cole

The parents/guardians of the above named student have requested a transfer

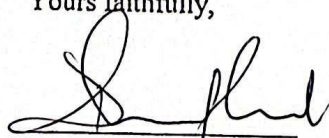
to/from Clan Carthy High School (Grade 8)

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

- ☐ (a) A change of address
- ☐ (b) Proximity to the school
- ☒ (c) A change is in the student's best interest
- ☐ (d) Religious Affiliation
- ☐ (e) Other relatives at the school
- ☐ (f) Affiliation to the school
- ☐ (g) Other

I am willing to accept this student subject to the agreement of the Principal of the school and the approval of the Ministry of Education, Skills, Youth & Information.

Yours faithfully,


Deanroy Bromfield
PRINCIPAL

HEADS OF INSTITUTIONS:

PRE-PRIMARY/PRIMARY

Mrs. Claudette Cope, B.Sc. (Hons) M.Ed.
Mrs. Linda Campbell, B.Sc. (Hons)

SECONDARY

Mr. Deanroy Bromfield, B.Sc., M.Ed.

COMMUNITY COLLEGE (DAY & EVENING)
Mr. Phillmore M^cCarthy, MBA, B.Sc. (Hons)