

Clan Carthy High School

"Hit the Star at the Highest Point"

1 Deanery Road
Kingston 3
Jamaica, West Indies
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August 27, 2025

The Principal
Excelsior High School
137 Mountain Ave
Kingston 3

Dear Sir/Madam

RE: Kellisa Cole – Grade 8

The Parent/Guardian of the above-named student is requesting that he be transferred from **Clan Carthy High School** to attend **Excelsior High School**.

THE REASON(S) GIVEN FOR THE REQUEST IS/ARE STATED BELOW.

- | | |
|----------------------------------|--------|
| 1. Religious affiliation | [] |
| 2. Proximity to school | [] |
| 3. Financial constraints | [] |
| 4. Change of residence | [] |
| 5. Other relatives at the school | [] |
| 6. Other | [X] |

Please note that we are willing to release this student subject to the approval of the Ministry of Education.

Yours truly,


André R. Pearl (Mr.)
VICE PRINCIPAL

Motto: "Vertice Sidera Tangemus" – "Hit The Star at The Highest Point"
Chairman: Mrs. Maxine Henry- Wilson Principal: Mrs. Hazel P. Cameron