



Mona High School

Mona Road, Kingston 6, Jamaica W.I.

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August 28, 2024

The Permanent Secretary
Ministry of Education
School Operation Unit
37 Arnold Road
Kingston

Re: Transfer Kimoya Daugherty– Third Form

The parent/guardian of the above above-named student has requested a transfer from **Mona High School to Excelsior High School.**

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

- () Convenience of Travel
- () Religious affiliation
- () Other relatives at the school
- () Parent is employed to the school
- () Proximity to School
- () Relocation
- (✓) Other

Mona High School is willing to effect this transfer subject to the approval of the Ministry of Education.

Respectfully,
MONA HIGH SCHOOL


Keven O. Jones
Headmaster

Cc: The Principal
Excelsior High School

Mrs. Gabrielle Banbury-Kelly– **Chairman**, Keven O. Jones – **Headmaster**