

# Appeal for School Transfer Acceptance

Date: [Insert Date]

To: [School Principal's Name]

[School Name]

[School Address]

Dear [Principal's Name],

I hope this letter finds you well. I am writing to formally appeal for the acceptance of my child, [Child's Name], into [Name of the New School] for the upcoming academic year. After careful consideration, we believe that this transfer is in their best interest for several reasons.

[Briefly explain your reasons for the transfer, such as academic opportunities, family relocation, or social factors].

We understand that the transfer policies are strict; however, we kindly request that you consider [Child's Name]'s particular circumstances and the potential benefits that this change could bring. We are committed to supporting [Child's Name] in this transition and ensuring a smooth adjustment.

Thank you for considering our appeal. We look forward to the opportunity of discussing this matter further. Please feel free to contact me at [Your Contact Information].

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]