

# Transfer Request for Financial Assistance

Date: [Insert Date]

[School Name]

[School Address]

[City, State, Zip Code]

Dear [Principal's Name],

I hope this letter finds you well. I am writing to formally request a transfer for my child, [Child's Name], from [Current School Name] to [Desired School Name] due to financial constraints that have arisen recently.

Given the excellent educational opportunities offered at [Desired School Name], I believe that this transfer would be highly beneficial for [Child's Name]. However, we are currently facing challenges that prevent us from affording the tuition fees. We are committed to providing [Child's Name] with the best possible education and believe that your school could play a pivotal role in that journey.

I kindly ask for your consideration of our financial situation and any possible assistance you might be able to extend towards a successful transfer process.

Thank you for considering our request. I look forward to the possibility of discussing this matter further.

Sincerely,

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Phone Number]

[Your Email Address]