

Student Transfer Acceptance Letter

Date: [Insert Date]

[School Name]

[School Address]

Dear [Parent/Guardian Name],

We are pleased to inform you that your request for the transfer of [Student's Name] to [New Grade Level] has been accepted. This decision is based on a thorough evaluation of [Student's Name]'s academic performance, personal development, and the potential for further growth.

The rationale for this grade advancement includes:

- Demonstrated exceptional academic achievement in current grade.
- Strong engagement in extracurricular activities and school community.
- Possession of skills and maturity that align with the requirements of the next grade level.

We believe that this advancement will provide [Student's Name] with the appropriate challenge and opportunities for continued success and growth. Please feel free to reach out to us if you have any questions regarding this decision.

Thank you for your continued support.

Sincerely,

[Your Name]

[Your Title]

[Contact Information]