

# Student Transfer Request for Extracurricular Opportunities

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient Name]

[School Name]

[School Address]

[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. My name is [Your Name], and I am currently a [Your Grade] student at [Current School Name]. I am writing to formally request a transfer to [Desired School Name] for the upcoming academic year due to my strong interest in participating in [specific extracurricular activities, e.g., the school's robotics club, varsity soccer, etc.].

Throughout my time at [Current School Name], I have been actively involved in [mention your current extracurriculars or relevant activities], and I believe that the programs offered at [Desired School Name] would provide me with greater opportunities for growth and development in [mention specific interests or skills].

I would greatly appreciate your consideration of my request, and I am happy to provide any additional information or documentation that may be necessary. Thank you for your time and support.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]