

Transfer Application for Culinary Arts Program

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Date]

[Recipient Name]

[Culinary School Name]

[School Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to formally request a transfer to the Culinary Arts program at [Culinary School Name]. My name is [Your Name], and I am currently enrolled in [Current School Name] where I have been pursuing my diploma/degree in culinary arts.

Throughout my time at [Current School Name], I have developed a strong foundation in culinary techniques and kitchen management. However, after extensive research, I believe that transferring to [Culinary School Name] would provide me with the advanced training and experience that I seek, particularly in [specific programs, facilities, or faculty].

I have attached my academic transcript, personal statement, and letters of recommendation for your review. I am eager to bring my passion for culinary arts to your esteemed program and contribute positively to the school's vibrant community.

Thank you for considering my application. I look forward to the opportunity to discuss my transfer in further detail.

Sincerely,

[Your Name]