

OYO STATE MINISTRY OF EDUCATION, SCIENCE AND TECHNOLOGY

APPLICATION FORM FOR TRANSFER INTO SECONDARY SCHOOLS IN OYO STATE



(To be Completed in duplicate)



Form No: 037

*Affix Passport-size
Photograph of the
Applicant here*

ORIGINAL

SECTION A

1. (i) Applicant's Surname:.....
- (ii) Other Names in full:.....
2. Sex:..... 3. Date of Birth:..... 4. Age:.....
5. School from which transfer is sought:.....
.....
6. Class last read:.....
7. Class to which transfer is sought:.....
8. School to which transfer is sought:.....
.....
9. Name of Applicant's father:.....
10. State of origin of applicant's father:.....
11. Father's home and Local Government area (if Oyo State origin):.....
.....
12. Student's Signature:.....
13. Parent's/Guardian's Signature:.....
14. Full and specific reasons for seeking transfer:.....
.....
15. Residential Address of parent/guardian:.....
.....

Note: (i) Applicant's passport picture is to be stamped and signed by the principal of his/her present school

(ii) Students are advised not to obtain transfer certificate from their present school, but should remain there until their applications for transfer have been approved by the Ministry of Education, Science and Technology

(PTO)

Important Notice

No Student under whatever circumstances, should be allowed on transfer into another School before formal approval by the Ministry.

SECTION B

1. Applicant's Surname:
2. Present School:.....
3. Date of entry into the school:.....
4. Present Class:.....
.....
5. Full and Specific reasons in your own opinion why applicant seek transfer:.....
.....
6. (i) Name of Principal of present school:.....
.....
(ii) Signature:.....
(iii) Official Stamp and Date:

SECTION C

To be Completed by the Principal of the proposed receiving school

1. Iconfirm that there is vacancy in Class

(BLOCK CAPITALS PLEASE)

For the applicant and I recommend approval for his/her transfer after which he/she will be allowed to enter my school.

2. Principal's Signature.....
3. Official Stamp and Date.....

SECTION D

1. Marks obtained by student at the Common Entrance Examination
2. Name of Municipal/Local Inspector of Education.....
3. Signature of Inspector of Education.....
4. Local Inspector's Stamp and Date.....
5. Signature of the Zonal Inspector of Education with Date.....
.....

SECTION E

(For Official Use Only)

1. The application for Transfer is approved/not approved

(Delete as applicable)

2. Signature of approving officer.....
3. Rank.....
4. Date.....

INSTRUCTIONS

- I. Visit the prospective School to ascertain from the Principal if there is a vacancy.
- ii. Download and print the form.
- lii. Proceed to pay using the appropriate Code and Bank details
- iv. Attach the receipt of payment to process the form starting from the Principal.