

TEACHING SERVICE COMMISSION

**APPLICATION FOR TRANSFER FROM A BOARD SCHOOL
TO A NON-BOARD SCHOOL**

N.B.: All five (5) sections A, B, C, D, E must be completed before this form is sent to the TSC.

To: The Secretary, Teaching Service Commission
Thru' Headmaster/Headmistress and R.Ed.O./P.E.O.

SECTION A:

Name of Applicant: Substantive Post:
School: Grade: Region:
School Address: Tel. No:
Current Home Address: Tel. No:
Future Home Address: Tel. No:

Subject(s) trained or qualified to teach:
.....

Subject(s) taught, **if in a secondary school**

I hereby apply for a **TRANSFER** from my post as at..... school,
GradeRegionto a (Tick one) Nursery Primary Secondary School PIC
in Region Sub-region with effect from (**Name Term and Year**)

QUESTIONS:

- (a) Are you now registered at the University of Guyana? Yes No
- (b) If yes, state Faculty: Programme: Commencing Date:
- (c) Do you intend to register for a programme at the University of Guyana? Yes No
- (d) If Yes, state Faculty: Programme: Commencing Date:

I am aware:

- (a) that the Teaching Service Commission must receive my application at least two (2) months before the date on which the **TRANSFER** is to become effective.
- (b) that normally I have to spend at least four (4) years at a school, (Assistants, two (2) years in hinterland and deep riverain areas), except if I am promoted, before applying for a **TRANSFER**.
- (c) that I am to live in or near the school area where I work.
- (d) **that if I am applying for a TRANSFER from a Board School, then that School Board needs to give approval before the application can be considered by the Teaching Service Commission.**

My reasons for requesting this **TRANSFER** are:

- 1.
- 2.
- 3.

.....
Signature of Applicant Date Rubber Stamp

