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**KOFORIDUA SENIOR HIGH TECHNICAL SCHOOL
(GHANA EDUCATION SERVICE)**



P.O. Box 436

Koforidua-E/R
GHANA

27/10/2016

Tel: 03420 - 22450

Our Ref: KSTS. 7 VOL. 12/220
Your Ref.

Dear Sir/Madam,

ADMISSION TO SHS - 2016/2017 ACADEMIC YEAR

Following your ward's success at the last Basic Education Certificate Examination, I write with pleasure to offer him/her admission into Koforidua Senior High Technical School as Day/Boarding students with effect from the current school year.

1. He/She is allocated to 111 Class and in TWO House.
2. The programme offered him/her is V/ARTS
3. Please find enclosed a copy of the Prospectus of the school.
4. Fill the Personal Record Form and questionnaire enclosed and return it to the Headmaster.
5. You are required to attach photocopies of your ward's admission letter, BECE Result Slip, Birth Certificate, placement Forms, four (4) Passport Size Photographs for his/her personal records.
6. Thorough Medical examination would be conducted in the School on each student a few days after arrival.
7. All Newly admitted students are to report on 14/10/16

YOU ACCEPT this offer you are kindly requested to report at the school to settle your term's fees of 1033.20 by 14/10/16 2016.

However, if we do not hear from you by 14/10/16 2016, your place will be given to one of the numerous candidates on the waiting list.

Accept my congratulations.

Empeh Nana Kyeretwie

W.F.H.
S.P FOLI

HEADMASTER
Koforidua Snr. High Tech. S
P. O. BOX KF 43
Koforidua E/R

Parents/Guardians must endeavor to provide their wards with the necessary items listed for academic work before their wards could be admitted into school.