



LOUISIANA HIGH SCHOOL CORRESPONDENCE COURSES, LLC

Request for Course Transfer

Student Name: _____ Enrollment Number: _____

A transfer from one course to another must be done within 30 days of the enrollment date. You must not have submitted more than half your lessons, nor have taken an exam.

You are still required to complete the course you transfer to within the original six – month enrollment period.

A new enrollment application, approved by your school official must be submitted with this Request for Transfer form, along with a transfer fee of \$45.00 plus \$12.00 for any lessons you have already submitted to our office from the original course you enrolled in.

Current Course Information

Transfer Course Information

Course Name: _____

Course Name: _____

Course Number: _____

Course Number: _____

_____ number of lessons completed x _____ = _____

Transfer fee _____

Total Transfer Fee \$ _____

Student Signature

Parent Signature