

INTRADISTRICT TRANSFER APPLICATION

(One application per student)

(March 1 – March 31)

The Board permits students to apply for attendance at their school of choice based upon criteria established by the school administration. The specific criteria are consistent with State law and include application procedures, including deadlines for application and notification to students and principals of alternative schools, when a student’s application is accepted or rejected (if applicable). Only students wishing to attend a school other than their assigned school need apply.

Procedures for admitting applicants to other schools include but are not limited to:

1. Establishing capacity limits by grade level, school building and educational program;
2. Requiring that students enrolled in a school building or living in the attendance area of the school building established by the Board be given preference over applicants and;
3. Ensuring that an appropriate racial balance is maintained in the schools.

A WRITTEN DECISION WILL BE MAILED BY AUGUST 1, 2019

School Year 2019-2020

SCHOOL OF RESIDENCY - PER CURRENT ADDRESS - (check one)

Atkinson Croghan Hayes Lutz Otis Stamm Washington

PLEASE NOTE: IF YOU SHOULD MOVE BETWEEN COMPLETING THIS APPLICATION AND THE BEGINNING OF SCHOOL, YOU MUST NOTIFY THE DISTRICT OFFICE. A NEW APPLICATION AND PROOF OF NEW ADDRESS WILL NEED TO BE PROVIDED.

Student’s Name _____ 2018-2019 Grade _____

2019-2020 Grade _____

Current School Attending _____ Requested School _____

Parent/Guardian Name _____

Current Address _____

Special Programs _____

State Nature of Request _____

Parent Signature

Telephone

Date

PRINCIPAL’S RECOMMENDATION:

SIBLINGS _____ GRADE _____ _____ GRADE _____

Approved: _____ Denied: _____ Reason for Denial: _____

Principal’s Initials: _____ Date Received: _____ Time: _____