



Intra-District Transfer Request

School-to-School within Arlington School Dist.

For the school year: Grade:

Please complete Sections I, II, & III and sign this form. This information will be used in part to determine whether or not your child can be transferred to a school different from the one that serves your residential area. Once a student is accepted at a school not within his/her residential attendance area, he/she may continue to attend that school annually, including attending the feeder middle school. Transportation is required by the parent/guardian.

SECTION 1

Student name Birth Date

Address

Primary phone Cell phone

- Neighborhood school: Eagle Creek Kent Prairie Pioneer Presidents Haller Post AHS
- Current school: Eagle Creek Kent Prairie Pioneer Presidents Haller Post AHS Weston SVLC
- Requested school: Eagle Creek Kent Prairie Pioneer Presidents Haller Post AHS Weston SVLC

Current teacher: Current grade:

List the reason(s) why you think your child should be transferred to a different school.

SECTION II

 Please indicate whether you have had contact with the following people regarding this request:

- Teacher Yes No Building Counselor Yes No
- Principal Yes No Assistant Principal Yes No

Please list the results of the meeting(s) with anyone listed above.

SECTION III

 All approved transfers must conform to current District Policy #3130 and Procedure #3130P.

This transfer request is for: financial reasons educational reasons health reasons Other

If approved, I agree to provide transportation to the requested school.

Parent/Guardian Signature Date

OFFICE USE ONLY

SECTION IV After conferences have been held by the parent and the appropriate school personnel, a final determination will be made concerning the transfer based on these criteria:

1. Will there be a disruption to the student's established learning program? Yes No
2. Will established neighborhood groupings be affected? Yes No
3. Will brothers and sisters be at the same school? Yes No
4. Will there be available classroom space for the transfer? Yes No
5. Does the family have a transportation plan for the student? Yes No

The request for the transfer will will not be granted for these reason(s):

Principal's Signature Date
Releasing School

Principal's Signature Date
Accepting School

There are attachments to this form. There are no attachments to this form.

Copies: 1) Building Principal of **Releasing** School 2) Building Principal of **Accepting** School 3) Parent 4) Admin Office