REQUEST FOR RELEASE AND APPLICATION FOR NON-RESIDENT ADMISSION
2013-2014 School Year

(All requests for interdistrict transfers must be coordinated with both the resident district and the non-resident district in which the student seeks admission).

SECTION 1 (To be completed by applicant)  

DATE: ____________________  

STUDENT’S NAME: ___________________________________________________  

STREET ADDRESS: ___________________________________________________  

CITY: _____________________________  STATE: _________________________  ZIP: ____________________  

TELEPHONE:  

HOME: ___________________  WORK: ___________________  

GRADE: ___________________  AGE: ___________________  

RESIDENT SCHOOL DISTRICT: ____________________________________________  

Period of time for which transfer is requested: _______________________________  

School to which student is requesting transfer: _______________________________  

Is there another child in the family for whom transfer is being requested? _______________  

If so, student’s name? ____________________________________________________  

In the space below, identify the basis for the request and the specific reason for this transfer request. Please provide as much information as possible, attach supporting documentation as needed.  

1. _____ A financial, educational, safety, or health condition affecting the student would be reasonably improved as a result of the transfer.  

2. _____ Attendance at the school in the non-resident district is more accessible to the parent’s place of work or to the location of child care; or  

3. _____ There is some other special hardship or detrimental condition affecting the student or the student’s immediate family, which would be alleviated as a result of the transfer.  

In addition to the foregoing, any interdistrict transfer must be in compliance with all other district policies including those relating to student attendance, academic standards and class size.  

Signature of Parent/Guardian ________________________________________________
Please answer “YES” or “NO” to the following questions about the applicant’s educational status:

1. _____Yes _____No Any history of placement in special education programs?
2. _____Yes _____No Any past, current or pending disciplinary action?
3. _____Yes _____No Any history of violent behavior?
4. _____Yes _____No Any unpaid fines or fees imposed by other schools?
5. _____Yes _____No Any health conditions affecting the student’s educational needs?

SECTION II – Certification of Admission by Non-resident District

Space is available in the grade level or classes at the building in which the student desires to be enrolled. Appropriate educational programs or services are available to improve the student’s condition as stated in requesting release from his/her district of residence; and the student’s attendance in the district is not likely to create a risk to the health or safety of the other students or staff.

Approved By:

Non-resident School Superintendent _______________________________________________

Date: _______________________

SECTION III – Action of Resident School District

Request for release meets district criteria #________ above and is granted for the school year ending 2009. It shall be the responsibility of the parent to provide transportation to and from school.

Approved By:

Resident School District Superintendent: ___________________________________________

Date: _______________________

Your request for release has been denied for the following reason(s): __________________________________________________________

_____________________________________________________________________________________

Resident School District Superintendent: ___________________________________________

Date: _______________________

In the event that either the application to the non-resident district or the request for release from your resident district is denied, you may request the Board of Directors of the respective district to review that decision. You must give at least five school business days notice prior to the next regular meeting in order to have a hearing before the board.