

## INTER-DISTRICT TRANSFER REQUEST FORM TO ATTEND OUTSIDE CROOK COUNTY SD

(Request for a student residing INSIDE Crook County School District attendance area to attend school OUTSIDE Crook County SD)

PERSONAL INFORMATION			
STUDENT NAME:	DOB:	GRADE IN 2014-15:	
MAILING ADDRESS:			
PARENT/GUARDIAN NAME:			
HOME PH:	WORK PH:	FAX:	E-MAIL:

SCHOOL DISTRICT YOU WOULD LIKE YOUR CHILD TO ATTEND				
BEND <input type="checkbox"/>	CULVER <input type="checkbox"/>	REDMOND <input type="checkbox"/>	SISTERS <input type="checkbox"/>	OTHER <input type="checkbox"/> _____
School (1 <sup>st</sup> Choice):			School (2 <sup>nd</sup> Choice -Required):	

REASON FOR TRANSFER

SPECIAL NEEDS (PLEASE BE SPECIFIC)		
Individual Education Plan (IEP) <input type="checkbox"/>	Health Conditions <input type="checkbox"/>	Other (such as ELL services, etc) <input type="checkbox"/>
Please Explain: _____		

SUSPENSION / EXPULSION (PLEASE BE SPECIFIC)	
Is the student currently on a suspension? Yes <input type="checkbox"/> No <input type="checkbox"/>	Is the student currently on an expulsion? Yes <input type="checkbox"/> No <input type="checkbox"/>

**Within the Open Transfer Period (February 1 – April 1)**

1. Parents will complete this form and submit it to the Crook County School District Superintendent's Office.
2. The form will be forwarded to the receiving school district for final review. Approval of the request is subject to the receiving district's policies regarding transfers.
3. Once approved, students will be allowed to remain in the receiving district for their entire K-12 school career.
4. Parents/guardians will be responsible for providing transportation for approved transfer students.
5. A transfer **does not** guarantee eligibility to participate in competitive interscholastic activities/athletics at the attending school. Competitive eligibility is determined by OSAA rules.
6. Please refer to Board Policy JECB for additional criteria, timeline, notification, and process guidelines.

**Outside the Open Transfer Period (April 2 – January 31)**

1. Parents will complete this form and submit it to the Crook County School District Superintendent's Office.
2. All transfer requests submitted outside the open transfer period (April 2 – January 31) will be processed on a case-by-case basis.
3. Once approved by Crook County School District, the transfer request will be forwarded to the receiving school district for final review and processing. Approval of the request is subject to the receiving district's policies regarding transfers.
4. Approved transfers to outside Crook County School District will only remain in effect for one year, and must be renewed annually.
5. Parents/guardians will be responsible for providing transportation for approved transfer students.
6. A transfer **does not** guarantee eligibility to participate in competitive interscholastic activities/athletics at the attending school. Competitive eligibility is determined by OSAA rules.
7. Please refer to Board Policy JECB for additional criteria, timeline, notification, and process guidelines.

\_\_\_\_\_  
 Parent/Guardian Signature

\_\_\_\_\_  
 Date