

- WITHIN OPEN TRANSFER PERIOD (FEBRUARY 1 - APRIL 1)
 OUTSIDE THE OPEN TRANSFER PERIOD (APRIL 2 – JANUARY 31)

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 2017-18 :	
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 st Choice):			School (2 nd 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)

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

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

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

 Parent/Guardian Signature

 Date