

TRANSFER APPLICATION FORM (Attachment A)

Completion of this form is required of each applicant for a transfer in order to apply the criteria of this policy. Failure to fully and truthfully complete and timely submit this form to the District will result in a denial of the transfer. Completion of this form will be in addition to completion of any form required by the State Board of Education.

- Full name of student as it appears on the student's birth certificate:

- Date of Student's birth: _____
- Current address of student: _____
- Full names of parent, guardian, or custodian of the student:

- Has the student applied for any other school transfers? Yes ___ No ___
If yes, attach a written explanation of all other transfers for which student has applied including the schools to which transfer was sought, the dates of transfer requests, and whether transfers were approved or denied.
- School district in which student currently resides: _____
- School in which the student is currently enrolled, if different from above: _____
- If the student has not exclusively attended the school district in which the student is currently enrolled, list the name of each school district and addresses, if known, in which student has ever been enrolled:
School: _____ Dates of Attendance: _____
Grade Completed upon leaving the District: _____
- Current or last completed grade of student: _____
- Grade in which the student desires to enrol: _____
- Courses in which the student desires to enrol in each semester in the coming school year:

- Does the student have a disciplinary record for violating school regulations? Yes ___ No ___
- If yes: State School(s) in which each violation occurred and approximate date(s) of violation(s):

- Has the student ever been suspended from school or placed in an alternative education program or setting for disciplinary reasons? Yes ___ No ___
If yes: For each suspension and alternative program or setting, state the school which suspended or placed the student, the nature of the offense, and approximate date of the suspension or placement, if different from above.

- Has the student been adjudicated as a delinquent for an offense that is not a violent offense under relevant Oklahoma Law? Yes ___ No ___
If yes: State the name of the court making the adjudication, the time of such adjudication, the nature of the offense, whether the student is still under any court supervision, and, if so, the name of the person overseeing such supervision:

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- Has the student been convicted as an adult for an offense defined in relevant Oklahoma law as an exception to a non-violent offense? Yes ___ No ___
If yes: State the name of the court in which the conviction was entered, the time of the conviction, the nature of the offense, the sentence imposed, whether the student is still under any court supervision, and, if so, the name of the parole officer or other supervisor:

- Has the student been convicted as an adult for an offense defined in relevant Oklahoma law as a violent offense? Yes ___ No ___
If yes: State the name of the court in which the conviction was entered, the time of the conviction, the nature of the offense, the sentence imposed, whether the student is still under any court supervision, and, if so, the name of the parole officer or other supervisor:

- Has the student committed on school property, in school transportation, or at a school event a violent act or an act showing deliberate or reckless disregard for the health or safety of faculty or others? Yes ___ No ___
If yes: State the district attended when the act occurred, the approximate date of the act, and describe what occurred.

TRANSFER APPLICATION FORM (Attachment B)

The undersigned, who is not a resident of this School District, recognizes:

1. That the undersigned student has a right by law to attend the school district of residence;
2. That the non-resident student desiring to enroll in this school district has no statutory right to attend this District;
3. That the District is not required to accept this transfer application; and,
4. That the District does not desire to accept a transfer of a student who will detract from the educational process of resident students or take the place of another transfer applicant who would not detract from that process.

The undersigned hereby agrees that if the District approves a transfer allowing the undersigned student to enroll in this School District, the administration of the District has the consent of the undersigned to cancel the transfer during the approved enrollment school year if:

5. The student fails to comply with student behavior rules set by the District, school, or teacher;
6. The parent or student 18 years of age or older fails to promptly pay financial obligations owed to the District, including payments owed, but not limited to, school lunches and for lost or destroyed school property; or,
7. The student does not have a valid excuse for failure to attend school.

The undersigned also is informed that this consent to cancellation is a necessary component for continued enrollment after transfer acceptance, and thus the consent may not be withdrawn at any time in the future.

The undersigned also understands that although the administration will notify the parent or student 18 years of age or older of any cancellation, the undersigned understands and agrees that the determination of the administration that a cancellation is to be effected will be final, that the undersigned will have no right to appeal that determination to the board of education, and that after cancellation the administration will send the educational records of the student to the student's resident school district or to such other school district as the undersigned directs.

By signing this agreement I affirm that I have read and understand the above conditions concerning acceptance of the transfer application and my consent to district authority to cancel the transfer, if granted, for the reason stated above.

Signed this ____ day of _____, _____

Signature of Parent Applying for Transfer

Printed Name of Parent

Signature of Student age 18 or Older

Printed Name of Student