

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

## INTER-DISTRICT TRANSFER REQUEST FORM

(Request for a student residing in the Sisters School District attendance area to attend school in another school district)

### PERSONAL INFORMATION

STUDENT NAME:	GENDER:	DOB:	GRADE IN 2017-2018:
PHYSICAL ADDRESS:		MAILING ADDRESS:	
PARENT/GUARDIAN NAME:			
HOME PH:	WORK PH:	FAX:	E-MAIL:

### SCHOOL DISTRICT YOU WOULD LIKE YOUR CHILD TO ATTEND

Bend-La Pine <input type="checkbox"/>	Crook County <input type="checkbox"/>	Culver <input type="checkbox"/>	Jefferson County <input type="checkbox"/>	Redmond <input type="checkbox"/>	Other <input type="checkbox"/> _____
School (1 <sup>st</sup> Choice):			School (2 <sup>nd</sup> Choice):		

### REASON FOR TRANSFER – Only required after the open transfer period (April 2-January 31)


### SPECIAL NEEDS (Please be specific) – Only required after the open transfer period (April 2 – January 31)

Individual Education Plan (IEP) <input type="checkbox"/>	Health Conditions <input type="checkbox"/>	Other (such as ELS services, etc) <input type="checkbox"/>
Please Explain: _____		
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 Sisters School District Office.
2. The form will be forwarded to the receiving school district for final review. Approval of request is subject to the receiving district's policies regarding transfers.
3. Once approved, student 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.

#### Outside the Open Transfer Period (April - January 21)

1. Parents will complete this form and submit it to the Sisters School District 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 the Sisters School District, the transfer request will be forwarded to the receiving school district for final review and processing. Approval of request is subject to the receiving district's policies regarding transfers.
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.

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

\_\_\_\_\_  
**Date**