



INTERDISTRICT TRANSFER APPLICATION

(Solicitud de Transferencia Fuera de Distrito)

STEP 1: To be completed by parent/guardian (Please print.)

(Primer Paso: Padre/Tutor debe completar) (Favor de imprimir claramente)

School Year: <input type="checkbox"/> Current year <input type="checkbox"/> Future year 20____ - 20____ (Año Escolar) (Año actual) (Año futuro)	Grade Requested (Grado Solicitado)	Date of Request (Fecha de Solicitud)
Student Name (Last, First) (Nombre del Estudiante: Apellido, Primer)	Birth Date (Fecha de Nacimiento)	Gender (Género) <input type="checkbox"/> Male (Varón) <input type="checkbox"/> Female (Hembra)
Current or Last School of Attendance (Escuela Actual o Última Escuela de Asistencia)	Current or Last District of Attendance (Distrito Actual o Último Distrito de Asistencia)	
School of Residence (Escuela de Residencia)	District of Residence (Distrito de Residencia)	
School Requested (Escuela Solicitada)	District Requested (Distrito Solicitado)	
Parent/Guardian Name (Nombre de Padre/Tutor)	Contact Number: <input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Cell (Número Telefónico) (Residencia) (Trabajo) (Celular)	
Email Address (Correo Electrónico)	Contact Number: <input type="checkbox"/> Home <input type="checkbox"/> Work <input type="checkbox"/> Cell (Número Telefónico) (Residencia) (Trabajo) (Celular)	
Address (Domicilio)	City/Zip (Ciudad/Código Postal)	
Is the student currently pending disciplinary action or under an expulsion order? <input type="checkbox"/> Yes (Sí) <input type="checkbox"/> No (¿El estudiante está actualmente pendiente de una acción disciplinaria o está bajo una orden de expulsión)		
What special services has the student received? (Check all that apply and attach proof of enrollment in the special program.) (¿Qué servicios especiales ha recibido el estudiante? (Marque todo lo que corresponda y adjunte comprobante de inscripción en el programa especial).)		
<input type="checkbox"/> Gifted (GATE) <input type="checkbox"/> Section 504 <input type="checkbox"/> Special Education <input type="checkbox"/> English Language Learner (Dotado y Talentoso) (Educación Especial) (Aprendiz del Idioma Ingles)		
If the student is receiving Special Education services, what is their current placement? (Please attach IEP.) (Si el estudiante está recibiendo servicios de educación especial, ¿cuál es su ubicación actual? (Adjunte el IEP).)		
<input type="checkbox"/> Special Day (SDC) <input type="checkbox"/> Resource (RSP) <input type="checkbox"/> Language and Speech (LAS) <input type="checkbox"/> Non-Public School (NPS) <input type="checkbox"/> Pending Assessment (Clase Especial Diurna) (Recursos Especiales) (Habla y Lenguaje) (Escuela no Pública) (Asignación Pendiente)		
Are there any legal documents regarding the educational rights of this student or preventing either parent from seeing or taking this student? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, please describe: _____ (¿Existe algún documento legal con respecto a los derechos educativos de este estudiante o que impida que cualquiera de los padres vea o tome este estudiante? • Sí • No Si respondió sí, describa: _____)		
What is/are the reason(s) for the request? (Check all that apply.) (¿Cuál es el motivo de la solicitud? (Marque todo lo que corresponda).)		
<input type="checkbox"/> Child Care <input type="checkbox"/> Parent Employment <input type="checkbox"/> Sibling <input type="checkbox"/> Health & Safety <input type="checkbox"/> Specialized Program (Cuidado Infantil) (Empleo de Padre) (Hermano/a) (Salud y Seguridad) (Programa Especializado)		
<input type="checkbox"/> Continuing Enrollment <input type="checkbox"/> Complete Final Year at Current School <input type="checkbox"/> Proposed Change in Residence <input type="checkbox"/> Other (Please specify in a letter) (Continuar Inscripción) (Terminar Último Año en Escuela Actual) (Propuesto Cambio de Residencia) (Otro (Favor de especificar en una carta))		

I have read the terms and conditions and understand the regulations and policies governing interdistrict attendance permits and hereby submit my application. I declare under penalty of perjury that the information provided above is true and accurate. I understand that the information provided is subject to verification and that the mere act of completing this application and providing all the required documentation **DOES NOT** guarantee that the request will be approved.

(He leído los términos y condiciones y entiendo las regulaciones y políticas que rigen los permisos de asistencia entre distritos y por la presente presento mi solicitud. Declaro bajo pena de perjurio que la información proporcionada anteriormente es verdadera y precisa. Entiendo que la información proporcionada está sujeta a verificación y que el mero hecho de completar esta solicitud y proporcionar toda la documentación requerida NO GARANTIZA que la solicitud sea aprobada.)

Parent/Guardian Signature _____
(Firma de Padre/Tutor)

Relationship to Student _____
(Relación al Estudiante)

STEP 2: District of Residence (2o Paso: Distrito de Residencia)

Decision: Approved Denied

Comments: _____

Authorizing Signature: _____

Title: _____

District: Newhall School District

STEP 3: Proposed District of Attendance (3o Paso: Distrito de Residencia Propuesto)

Decision: Approved Denied

Comments: _____

Authorizing Signature: _____

Title: _____

District: _____

IMPORTANT: If the interdistrict transfer request is approved by the district of residence (Step 2), the parent/guardian is responsible for submitting a copy of the approved application AND the actual release permit along with all documentation submitted in Step 2 to the proposed district of attendance (Step 3).

IMPORTANTE: Si la solicitud de transferencia entre distritos es aprobada por el distrito de residencia (Paso 2), el padre / tutor es responsable de presentar una copia de la solicitud aprobada Y el permiso de liberación real junto con toda la documentación presentada en el Paso 2 al distrito propuesto, de asistencia (Paso 3).

Please note that incomplete applications will not be processed. Requests will be considered based on local board policies and on individual merit, and MAY require documentation listed below. Parents/guardian will be notified if additional documents are required.

(Tenga en cuenta que las solicitudes incompletas no serán procesadas. Las solicitudes se considerarán según las políticas de la junta directiva y el mérito individual, y PUEDEN requerir la documentación que se detalla a continuación. Se notificará a los padres / tutores si hay documentos adicionales)

Reason for Request	Documentation Required
Child Care	<ul style="list-style-type: none"> ▪ Proof of employment of all parents/guardians who are involved in the student's life on a day-to-day basis <ul style="list-style-type: none"> - Copy of a recent pay stub - Letter on the employer's stationery verifying schedule (hours and days) and location of employment - If self-employed, letter stating schedule (hours and days) and location of employment ▪ Letter from the adult, center or organization providing child care <ul style="list-style-type: none"> - Name, address and contact information of the adult, center or organization - Child care license number and fees, if applicable - Hours of operation for the center or organization, or hours that the student is under care - Length of time student has been under care by the adult, center or organization ▪ Letter from parent/guardian explaining the circumstances that an interdistrict permit is necessary under child care reasons
Parent Employment	<ul style="list-style-type: none"> ▪ Proof of employment of all parents/guardians who are involved in the student's life on a day-to-day basis <ul style="list-style-type: none"> - Copy of a recent pay stub - Letter on the employer's stationery verifying schedule (hours and days) and location of employment - If self-employed, letter stating schedule (hours and days) and location of employment ▪ Letter from parent/guardian explaining the circumstances that an interdistrict permit is necessary under parent employment reasons
Sibling	<ul style="list-style-type: none"> ▪ Name, grade and school where the sibling attends (sibling must already attend the proposed district of attendance) ▪ Copy of the sibling's last report card ▪ Copy of the sibling's release permit from the district of residence
Health & Safety	<ul style="list-style-type: none"> ▪ Letter or report from a doctor, psychologist, or other appropriate person verifying health-related issues (if applicable) ▪ Police or school report supporting safety-related issues (if applicable) ▪ Letter from parent/guardian explaining the circumstance that an interdistrict permit is necessary under health and safety reasons
Specialized Program	<ul style="list-style-type: none"> ▪ Copy of the flyer, brochure, or other informational material detailing the specialized program in which the student is interested ▪ Letter from parent/guardian expressing the extent of the student's interest in the specialized program, and how the program is either unavailable or not comparable at the district of residence
Continuing Enrollment	<ul style="list-style-type: none"> ▪ Copy of the student's last report card ▪ Letter from parent/guardian stating the enrollment history (grade and school/district) of the student since kindergarten
Final Year	<ul style="list-style-type: none"> ▪ Copy of the student's last report card
Change in Residence	<ul style="list-style-type: none"> ▪ Copy of escrow documents

TERMS AND CONDITIONS (TÉRMINOS Y CONDICIONES)

- Approval is subject to space availability in the district and may not be at the site requested.
- No financial obligation shall be incurred by the district of residence for services rendered under this agreement.
- The parent/guardian is responsible for providing transportation to and from school.
- A permit may be denied or revoked at any time for the following reasons:
 - Student is excessively tardy or absent from school, or student is brought to school excessively early or left excessively late.
 - Student fails to uphold appropriate behavior standards.
 - Student fails to make appropriate academic efforts.
 - False or misleading information was provided.
 - Reason for the original issuance of the permit by the district of residence is no longer valid.
 - Other conditions that occur that would render continuance inadvisable.

- *La aprobación está sujeta a la disponibilidad de espacio en el distrito y puede no estar en el sitio solicitado.*
 - *El distrito de residencia no incurrirá en ninguna obligación financiera por los servicios prestados en virtud de este acuerdo.*
 - *El padre / tutor es responsable de proporcionar transporte hacia y desde la escuela.*
 - *Un permiso puede ser denegado o revocado en cualquier momento por las siguientes razones:*
 - *El estudiante llega demasiado tarde o está ausente de la escuela, o el estudiante es traído a la escuela demasiado temprano o se queda demasiado tarde.*
 - *El estudiante no cumple con los estándares de conducta apropiados.*
 - *El estudiante no realiza los esfuerzos académicos adecuados.*
 - *Se proporcionó información falsa o engañosa.*
 - *El motivo de la emisión original del permiso por parte del distrito de residencia ya no es válido.*
 - *Otras condiciones que se produzcan y que hagan desaconsejable la continuación.*
- El incumplimiento de los términos y condiciones anteriores puede resultar en la revocación de este permiso. (E.C.46600)*