

**ALVORD UNIFIED SCHOOL DISTRICT
INTRADISTRICT TRANSFER PERMIT APPLICATION**

Transfer Request between Alvord Schools

**Return via email to:
studentservices@alvordschools.org**

To Be Completed by Parent/Legal Guardian (Please print)

Student Name (Last, First)	Grade in 23-24 School Year	Gender Non Binary Male Female
Student ID#	Date:	
Current or Last School of Attendance	Birth Date:	Age:
School of Residence	School Requested:	
Parent/Legal Guardian Name	Email Address:	
Address	Contact Number:	Home Cell
City/Zip	Contact Number:	Home Cell
List any sibling currently attending the SCHOOL REQUESTED :	Is student new to Alvord Unified School District? Yes No	
Reason for Transfer Request:		
Are you an AUSD employee? If yes, please fill out site and position: Site: _____ Position: _____		
Is the student currently pending disciplinary action or under an expulsion order? Yes No		
Is the student currently pending assessment to determine if Special Education services might be needed? Yes No		
What special services has the student received? (Check all that apply and attach proof of enrollment in the special program)		
Gifted (GATE)	Section 504	Special Education English Language Learner N/A
If the student is receiving Special Education services, what is their current placement?		
Special Day (SDC)	Resource (RSP)	Speech Other: _____

I have read the terms and conditions and understand the regulations and policies governing Intra-District 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.

NOTE: Parents are advised not to purchase uniforms or equipment for extra-curricular activities (i.e., cheer squad, sports teams, etc.) until you actually receive written confirmation that the transfer has been approved.

Parent/Legal Guardian Signature _____

Relationship to Student _____

FOR SCHOOL DISTRICT USE ONLY

As the authorized administrator for the District of Residence, I recommend the following action:

Approved

Denied

Reason: Lack of Space/Program Impacted

Poor Academic Performance/Grades

School Closed to New Transfers

Poor Attendance

Poor Citizenship/Behavior

Authorizing Signature: _____

Date: _____

Application Continued on Back

INTRADISTRICT TRANSFER TERMS AND CONDITIONS

Parent/Legal Guardian, please initial:

I understand that Intra-District transfer requests will be approved using an unbiased random selection process and only if space is available at the school requested.

I understand that Intra-District transfer requests will NOT be approved on a first-come, first-serve basis.

I understand that if this transfer request is approved, I am making a commitment to the requested school for the entire 2023-2024 school year.

I understand that if this transfer request is approved, it is effect for the duration of the student's years at the requested school; there is no need to apply annually.

I understand that if this transfer request is approved, per California Interscholastic Federation, athletic eligibility for students in grades 9-12 may be negatively affected by this transfer.
(CIF Southern Section Blue Book section 206)

I understand that transportation is my responsibility.

I understand that all decisions are final. There is no appeal process.

I understand that an Intra-District Attendance Permit may be denied or revoked at any time for the following reasons:

- Student is excessively tardy/absent from school, or student is brought to school excessively early/picked-up 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.

Students who are eligible for Special Education Services may be asked to obtain an Inter/Intra-SELPA Agreement for Individuals with Exceptional Needs, in addition to the Intradistrict Attendance Permit.

Failure to adhere to the above terms and conditions may result in the revocation of this permit. (E.C. 35160.5(b))