

# ORANGE COUNTY INTERDISTRICT TRANSFER AGREEMENT



## STEP 1: *To be completed by parent/guardian (please print)*

Transfer requested for: <input type="checkbox"/> Current school year <input type="checkbox"/> Next school year 20 ____ - 20 ____	Student's Grade	Date of Request
Student Name (Last, First)	Birth Date	Gender <input type="checkbox"/> M <input type="checkbox"/> F
Current or Last School of Attendance	Current or Last District of Attendance	
School of Residence	District of Residence OUSD	
School Requested	District Requested	
Parent/Guardian Name	Contact Number	
Email Address	Alternate Number	
Address	City/Zip	
Is the student currently pending disciplinary action or under an expulsion order? <input type="checkbox"/> Yes <input type="checkbox"/> No		
What special services has the student received? (Check all that apply and attach proof of enrollment in the special program.) <input type="checkbox"/> Gifted (GATE) <input type="checkbox"/> Section 504 <input type="checkbox"/> Special Education <input type="checkbox"/> English Language Learner <input type="checkbox"/> None		
If student is receiving Special Education services, what is their current placement? (Please attach IEP) <input type="checkbox"/> None <input type="checkbox"/> Special Day (SDC) <input type="checkbox"/> Resource (RSP) <input type="checkbox"/> Speech or Vision <input type="checkbox"/> Pending Assessment <input type="checkbox"/> Other		
What is the reason for the request? <b>Please provide supporting documentation.</b> <input type="checkbox"/> Continuing Enrollment (grades 11 & 12 only) <input type="checkbox"/> Parent Employment at District Requested <input type="checkbox"/> Child of Parent on active Duty <input type="checkbox"/> Moved to OUSD during current school year <input type="checkbox"/> Verified Health & Safety		
I have read the terms and conditions and understand the regulations and policies governing interdistrict transfer agreements 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 the application and providing all the required documentation <b>DOES NOT</b> guarantee that the request will be approved. I understand that this agreement is <b>for one school year only</b> and must be renewed annually. I understand the agreement may be revoked during the year based on the terms and conditions listed on the back of this agreement.		
Parent/Guardian Signature _____ Relationship to Student _____		
<b>STEP 2: District of Residence</b>		<b>STEP 3: Proposed District of Attendance</b>
Decision: <input type="checkbox"/> Approved <input type="checkbox"/> Denied		Decision: <input type="checkbox"/> Approved <input type="checkbox"/> Denied
Special Education: <input type="checkbox"/> Approved (funding not to follow) <input type="checkbox"/> Denied		Special Education: <input type="checkbox"/> Approved <input type="checkbox"/> Denied
Comments: _____		_____
Authorizing Signature: _____		Authorizing Signature: _____
Title: _____ Executive Director, SCS Date: _____		Title: _____ Date: _____

**IMPORTANT: If the interdistrict transfer agreement is approved by the district of residence (Step 2), the parent/guardian is responsible for submitting a copy of the approved agreement to the proposed district of attendance (Step 3)** revised 1/8/18

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## TERMS AND CONDITIONS

- This interdistrict transfer agreement is valid only for the school year granted; the agreement expires at the end of each school year and must be renewed annually.
- This agreement may be revoked at any time by the district of attendance 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 has poor academic performance.
  - Insufficient space in the school and/or grade level.
  - False or misleading information was provided.
  - Students or parents fail to follow school rules.
- Students entering grades 11 and 12 in the subsequent school year shall not have their agreements rescinded by either district.
- Approval is subject to space availability in the district and may not be at the site requested.
- If the student participates in any athletic program governed by the California Interscholastic Federation (CIF), he/she may not be eligible to participate at the new school. Parent/guardian should check the CIF rules before submitting this agreement.
- 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 interdistrict transfer agreement.
- 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.

Parent Initials:

Required