

#3 STUDENT NAME

**STUDENT
DOB**

**STUDENT
GRADE**

**SCHOOL
REQUESTING**

For Office Use Only:

Principal Recommendation (Circle one)

Approved

Declined

Principal's Signature: _____

Date: _____

Reason for Denial (if applicable): _____

Superintendent's recommendation (Circle one)

Approved

Declined

Superintendent's signature: _____

Date: _____

REASON FOR REQUEST

SCHOOL DISTRICT MOST RECENTLY ATTENDED: _____

NAME OF SCHOOL MOST RECENTLY ATTENDED: _____

PARENT/GUARDIAN NAME: _____

PARENT/GUARDIAN EMAIL: _____

ADDRESS:

_____/_____/_____/_____
Street City St. Zip

HOME PHONE: _____ **WORK PHONE:** _____

Please understand that a student's attendance and punctuality will be under continuous review. According to the Delaware Community School Corporation's Policy C125, the Board may immediately discontinue enrollment of a transfer student who has had a history of unexcused absences, or engages in behaviors outlined in I.C. 20-26-11-32. Attendance and behavior are factors in whether a student is accepted. A principal will be contacting the current school. If you have concerns of either, you are encouraged to communicate it to the building principal.

I affirm under penalty of perjury that the above information is true to the best of my knowledge.

PARENT/GUARDIAN SIGNATURE _____ **DATE** _____

Completion of this form does not guarantee placement. Notification of approval or non-approval will be sent via US mail.