



Application to Request a Discretionary Transfer

ATTENTION: A Discretionary Transfer request means that a student who resides within the District 27J enrollment boundary is seeking an enrollment through the end of the current school year into a 27J school other than his or her boundary school. (Policy JFBA 1.6) Unlike the Open Enrollment process, a Discretionary Transfer can be submitted at any point within the current school year.

A separate form must be completed for each student. All applications for Discretionary Transfers are to be submitted to the school the student would like to attend. They may be submitted by fax, mail or delivered to school in person. If you complete online, forms will need to be saved on your computer, printed and signed. They may be then scanned and emailed to the school. **SIGNATURE IS REQUIRED.** Unsigned forms will not be accepted.

Current Date: _____

Student Name: _____ Birthdate: _____ Current Grade Level: _____

Parent/Guardian Name(s): _____

Parent/Guardian Address: _____

Parent/Guardian Home Phone: _____ Work Phone: _____ Cell Phone: _____

Email: _____

27J School of residence: _____

School attending currently: _____

School student would like to attend: _____

Please indicate reason for the request: _____

Is a sibling enrolled at the requested school? YES NO

Is a parent employed in 27J? YES NO (If yes, where?) _____

Does your child require special education services? YES NO

Has this student been expelled or suspended from any school in the last 12 months? YES NO

If yes, please explain: _____

I understand and agree that if my discretionary transfer request is granted:

- 1) I am responsible for providing my child's transportation to and from school.
- 2) Approval of this application is for the above-named student only. It does not ensure approval of siblings.
- 3) I understand that providing false or incomplete information may result in my student's application being revoked.

Parent/Guardian Signature _____

Date _____

OFFICE USE ONLY:	Date Application Received _____
Request Accepted _____ Request Denied _____	If denied, reason for denial: _____

Administrator's Signature: _____