



Gates County Schools
 School Transfer Request Form
 For School Year: 20__ - 20__

Deadline for yearly/routine School Transfer Request:

May 1st

Transportation is not provided for approved requests

Enrollment and individual classroom sizes will be considerations and may cause future student transfer requests to be denied or rescinded regardless of previous attendance or past approval.

Check one: New Request Annual Renewal (students already attend out of zone w/ permission)

Name of Parent(s) or Legal Guardian: _____

Home Phone Number () _____ - _____ Work/Cell () _____ - _____

Email Address of Parent: _____

Physical Address: _____

 (City) (State) (ZIP)

Mailing Address (if different): _____

 (City) (State) (ZIP)

Student's Full Name: _____
 (Last) (First) (Middle)

Current School _____ Current Grade _____

School Assigned (based on Attendance Zone): _____

School Requested _____ Grade at Requested School _____

Are you requesting transfers for other students that are in your family? Yes (please list below)
 No

List the names of all brothers and sisters enrolled in Gates County Schools and the school and grade they are enrolled:

Names	School Attending	Current Grade
_____	_____	_____
_____	_____	_____
_____	_____	_____

Is either parent a full-time employee of Gates County Schools? Yes__ No__ Position _____

Reason for requesting reassignment : _____

Please attach documentation that supports the reason for the request (guardianship verification, court orders, closing information, etc.) *Continued*

THIS TRANSFER REQUEST IS FOR THE CURRENT SCHOOL YEAR ONLY

Note to Parents/Guardians:

Please be aware of the following with regard to student transfer requests: • A new student transfer request must be submitted each school year for each student • **Transportation will not be provided for students**, if your request is granted for your child(ren). It will be the responsibility of the parent/guardian to ensure students are transported and arrive/depart in accordance with the school's schedule. If excessive student absenteeism or tardiness occurs it could result in the revocation of the student out-of-district placement.

- The principal may recommend transfers be revoked at any time for violation of attendance (including excessive tardiness) & discipline policies.

Please understand you are not guaranteed attendance at the out-of-zoned school for subsequent years. Enrollment and individual classroom sizes will be considerations and may cause future student transfer requests to be denied or rescinded regardless of previous attendance or past approval.

I do declare the above named student is not under suspension or expulsion from attendance at a private or public school in this or any other state nor has he/she been convicted of a felony in this or any other state. By signing this application, I agree that I fully understand all of the information contained herein.

Parent/Guardian Date Signature of

**Please return form to:
Gates County Schools
PO Box 125
Gatesville, NC 27938**

For Administrative Use Only:

Approved and acted upon by the Gates County Board of Education _____ (date)

Released from Gates County Schools

In-District Approved/Not Approved

Out-of County Approved/Not Approved Tuition Required \$ _____ per year/per child

Signature of Superintendent or Designee: _____