TRANSYLVANIA COUNTY SCHOOLS
Request for Out-of-District Assignment/Transfer

Instructions:
1. Please complete a separate form for each student.
2. Please print clearly.

Parent/Legal Guardian/Custodian _____
<div align="right"></div>
                           (Last)   *(First)*   *(M. I.)*

Street Address _____   Mailing Address _____

City, State, ZIP _____   City, State, ZIP _____

Home/Cell Phone _____   Business Phone _____

Student's Name _____
                          (Last)   *(First)*   *(Middle)*

Date of Birth _____   Requested School Year _____   Grade Level _____

School district currently residing*	School to which assignment/transfer is being requested:

*For a student who is NOT a resident of Transylvania County, the parent must obtain a release from the school district in which the student resides. Please attach a copy of the release to this application or submit within 30 days.

Reason for request _____

_____

Does student receive special programs or services? Yes _____   No _____   If yes, please list _____

_____

Note:
1. If requesting a release to attend school in another county, I understand that this is not an automatic acceptance into that school system. The student must meet the criteria of the receiving county in order to be accepted.
2. If the request for assignment/transfer is approved, I will be responsible for transportation to and from school.
3. Out-of-district assignments/transfers are to be for a full school year.
4. Approval is granted provided the teacher/pupil ratio remains in line with state and local regulations. I will be notified should the situation change.

I have read and understand the above statements.

_____
Parent/Legal Guardian/Custodian   **Date**

FOR OFFICE USE ONLY	Approved _____ Denied _____ _____ Superintendent Date

Return completed form to: Dr Lisa Fletcher, Superintendent   828 / 884-6173 Main
                              Transylvania County Schools   828 / 884-9524 FAX
                              225 Rosenwald Lane
                              Brevard, NC 28712

Aug-09