

APPLICATION FOR STUDENT TRANSFER FOR THE 2012-2013 SCHOOL YEAR

I. Indicate if request for transfer is a new request or a renewal request: _____ New _____ Renewal

II. STUDENT INFORMATION:

Last Name of Student First Middle

Street Address City State Zip Code

Sex: _____ Race: _____ Birthdate: _____ Grade for 2012-2013 school year: _____

School serving area of residence: _____ Requested school: _____

Special program(s) in which currently enrolled: _____

Reason(s) for this request: _____

Names of other children for whom I am requesting transfers must be on a separate form: _____

Name of Parent/Guardian: _____

Mailing Address City State Zip Code

Telephone Number: Home: _____ Business: _____

CONDITIONS OF TRANSFER. I UNDERSTAND THAT IF THE TRANSFER IS APPROVED:

1. Transportation will not be provided by the school system. A condition of this placement is that the parent must provide a safe method of transportation for the student.
2. A record of excessive absences, discipline problems or tardiness could be grounds for non-approval, non-renewal, or termination of the transfer application/permission.
3. Placement is valid for the 2012-2013 school year only. Approval of the transfer request for a student does not guarantee that approval will be granted for his/her siblings either for the same school year or for future school years. Therefore, parents should carefully consider the potential effect on the family if their children attend schools in more than one attendance area either for the 2012-2013 school year or in future years.
4. Permission for the transfer may be withdrawn by the school district, if the conditions of placement are not maintained or if any of the information submitted by the parent is subsequently found to be false.
5. To compete in athletics, the student must meet SCHSL eligibility requirements. Granting of this in-district transfer in no way promises or grants athletic eligibility at the receiving school. Eligibility requirements for interscholastic activities for secondary students may be affected as specified by the rules of the South Carolina High School League.
6. If a student changes residences after mid-year from one school attendance area to another within the district, the student may elect to complete the current year in the same school.

I certify that all the information on this application form is correct to the best of my knowledge and belief and that I have received the information on the conditions of transfer verbally from a staff member in Student Affairs.

Verification of verbal communication Signature of Parent/Guardian Date

STUDENT NAME: _____

III. CHILD CARE INFORMATION:

If applicable, name and address of individual or facility providing child care: _____

_____ Telephone Number: _____

IV. SENDING PRINCIPAL'S RECOMMENDATION: (Not required for Renewals)

Principal of school serving student's legal residence.

_____ Recommended _____ Not Recommended

Reason(s): _____

Signature of Principal School Date

V. RECEIVING PRINCIPAL'S RECOMMENDATION: (Required for New and Renewals)

Principal of school requested by parent. The receiving principal must give consideration to the capacity of his/her facilities by grade level or programmatic area.

_____ Recommended _____ Not Recommended

Reason(s): _____

Signature of Principal School Date

RETURN THIS FORM TO: THE EXECUTIVE DIRECTOR FOR STUDENT AFFAIRS, HORRY COUNTY SCHOOLS, 335 FOUR MILE ROAD, P.O. BOX 260005, CONWAY, S.C. 29528-6005. PHONE: 488-6770. FAX: 488-6772.

FOR DISTRICT OFFICE USE ONLY

Action Taken: _____ **APPROVED** _____ **DISAPPROVED**

Comments: _____

SIGNED _____

Executive Director for Student Affairs Date