

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and individual classroom sizes will be considerations and may cause future student transfer requests to be denied or rescinded regardless of previous attendance or past approval.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 a	attend out of zone w/ permission)
Name of Parent(s) or Legal Guardian:_		
Home Phone Number ()	Work/Cell ()	
Physical Address:		
(City)	(State)	(ZIP)
Mailing Address (if different):		
(City)	(State)	(ZIP)
Student's Full Name:		
(Last)	(First)	(Middle)
Current School		
School Assigned (based on Attendance	e Zone):	
School Requested	Grade at I	Requested School
Are you requesting transfers for other s	tudents that are in your family?	Yes (please list below)
List the names of all brothers and sister Names	rs enrolled in CCS and the school School Attending	and grade they are enrolled: Current Grade
Is either parent a full-time employee of	•	
Reason for requesting reassignment :_		

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and individual classroom sizes will be considerations and may cause future student transfer requests to be denied or rescinded regardless of previous attendance or past approval.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

	Signature o	of Parent/Guardian	Date	
Please return form to: Currituck County Schools 2958 Caratoke Highway Currituck, NC 27929				
For Administra	ative Use Only:	·		
Approved and acted upon by the Currituck County Board of Education (date)				
	In-District Approved	Released from Currituck Cou	unty Schools	
	In-District Not Approved	Out-of County Approved Tui		
Signature of S	uperintendent or Designee:			