



SANTA PAULA UNIFIED SCHOOL DISTRICT  
 Educational Support Center  
 201 S. Steckel Drive, Santa Paula, CA 93060

Date: \_\_\_\_\_  
 Time: \_\_\_\_\_  
 Initials: \_\_\_\_\_

**INTRADISTRICT TRANSFER REQUEST FOR GRADES K-5**  
 (Remain within the Santa Paula Unified School District)

SCHOOL YEAR REQUESTED \_\_\_\_\_ GRADE \_\_\_\_\_

Neighborhood/Current School \_\_\_\_\_ School Requested \_\_\_\_\_

Student's Name \_\_\_\_\_ Birthdate \_\_\_\_\_ Grade \_\_\_\_\_

Parent/Caregiver \_\_\_\_\_ Phone \_\_\_\_\_ (home)

Address \_\_\_\_\_ Phone \_\_\_\_\_ (work)  
 Street City Zip

**Siblings:** Are there siblings currently enrolled at the requested school who will continue attending there:  
 No \_\_\_\_\_ Yes \_\_\_\_\_ If yes, please list their name(s) and grade(s) below:

Name \_\_\_\_\_ Grade \_\_\_\_\_ Name \_\_\_\_\_ Grade \_\_\_\_\_

Does the student receive special education services?  No  Yes Which services? \_\_\_\_\_

Reason for request: (for statistical purposes only)

- Childcare  Employment near school  
 School program preference  Other reason(s) (please describe) \_\_\_\_\_

I have read and understand the terms and conditions of this transfer request.

Parent/Caregiver Signature \_\_\_\_\_ Date \_\_\_\_\_

**GRACE THILLE SCHOOL and MCKEVETT SCHOOL will NOT be accepting Intradistrict Transfers for the  
 2018-19 School Year**

➔ **IMPORTANT:** Enrollment in requested school is contingent upon space availability. Home-to-school transportation is the responsibility of the parent.

An Intradistrict Transfer Agreement may be revoked if the student's attendance falls below district expectations (more than 3 truancies/unexcused absences), the student's behavior fails to conform to the school site rules, or if the grade level that the student attends at a school site exceeds capacity.

**FOR DISTRICT USE ONLY**

Waiting List #: \_\_\_\_\_

APPROVED

DENIED

APPROVED

DENIED

Principal Signature \_\_\_\_\_  
 Neighborhood

Date

Principal Signature \_\_\_\_\_  
 Requested School

Date

In an effort to accommodate enrollment shifts and facilitate neighborhood schools, Kindergarten students who attend their non-neighborhood school in 2018-19 may be required to return to their neighborhood school in 2019-20 as a first grade student.