



# ST. CLAIR COUNTY SCHOOLS – TRANSFER FORM for 2023-24

- Attach TWO proofs of residence that are no older than 30 days from the date of making this application.
- Attach a detailed letter explaining reason for requesting a transfer.
- This form will not be considered unless all documentation is attached.
- This form must be completed ANNUALLY.
- A separate form must be completed for each student.

**Tuition Transfer Deadline-May 1<sup>st</sup>. We will not accept any requests for transfers after this date.**

STUDENT INFORMATION			
Name:			
Current school:			
School you are zoned to attend:			
School you desire to attend next year:			
Grade level for upcoming school year:			
Does the student receive any special services?			
Current Address:			
City:	State:	ZIP Code:	
Previous Address:			
City:	State:	ZIP Code:	
PARENT/LEGAL GUARDIAN INFORMATION			
Name(s):			
Phone:	Cell:	E-mail:	
<b>TRANSFER (Documentation attached must meet the District Policy criteria and will be reviewed by superintendent or designee for approval)</b>			
<input type="checkbox"/> IN-COUNTY Transfer (\$1500.00 per student per year)			
<input type="checkbox"/> OUT OF COUNTY Transfer (\$2500.00 per year)			
PARENT/GUARDIAN SIGNATURE			
<i>This transfer may be revoked if a student's academic performance, attendance, and/or conduct are not satisfactory.</i>			
I understand transportation is <u>not provided</u> and should transportation become challenging for the family, I have the option to enroll my student at their zoned school.			
Signature of Parent/Legal Guardian:			Date:
FOR OFFICE USE ONLY			
<input type="checkbox"/> IDEA <input type="checkbox"/> 504		Status: <input type="checkbox"/> Approved <input type="checkbox"/> Denied	Date:

\_\_\_\_\_  
Signature 1

\_\_\_\_\_  
Signature 2

\_\_\_\_\_  
Signature 3

\_\_\_\_\_  
Date