

*** - REQUIRED**

Check (√) One:

**INTRA-DISTRICT TRANSFER REQUEST FORM
GRADES 9 – 12**

2018-2019 School Year

- * NEW
- * RENEWAL

→ THIS FORM MUST BE COMPLETED EVERY YEAR ←

*******INCOMPLETE FORMS WILL NOT BE PROCESSED*******

PARENT/GUARDIAN NAME: * _____

MAILING ADDRESS: * _____

City, State, Zip: * _____

HOME Address: * _____

City, State, Zip: * _____

Phone Number: (H) * _____ ; (W) * _____ ; (C) * _____

STUDENT FIRST AND LAST NAME: * _____

ONLY ONE STUDENT PER FORM – PRINT LEGIBLY

Grade Student Will Be In For 2018-2019 School Year (circle one): * 9 10 11 12

SPECIAL EDUCATION (circle one): * YES NO

Student's Sex (circle one): * M F Student's Race: * _____ Student's Date of Birth: * _____

What is the School in the Attendance Zone Where You Currently Live? * _____

Request Transfer To: * _____ * _____

First Choice

Second Choice

There is NO guarantee that transfers approved last school year will be automatically approved for the upcoming school year

*** REASON FOR TRANSFER (Check (√) One)**

Below are the ONLY acceptable reasons for transfer per Board Policy JC/JCA/JECB (see reverse side)

If none of the reasons below apply to your situation, you MAY attach a letter to this form explaining why you are requesting the transfer.

_____ FULL-TIME employee of Georgetown County Schools (BUS TRANSPORTATION NOT PROVIDED)
(Long-Term Substitutes / Substitute teachers / Substitute Bus Drivers are NOT Full-Time employees)

School/Department * _____ Job Title: * _____

If you are a Full-Time employee of GCSD, you may request an Intra-District Transfer for your child(ren) ONLY to a school in the attendance zone in which you are employed!

_____ Majority to Minority (check this if your child's race is the majority at his/her school in your attendance zone and his/her race is the Minority at the school you wish to transfer.)

FORM MUST BE SIGNED BY PARENT / GUARDIAN (Unsigned forms not accepted)

DEADLINE TO REQUEST INTRA-DISTRICT TRANSFER IS MAY 31, 2018

Parent/Guardian Signature: * _____ Date: * _____

→ Transfer Approval/Denial Letters will be Mailed to Parent/Guardian in MID-JULY ←

→ Do NOT send request to Dr. Wingate. Request must be sent to the principal of the school you are requesting to transfer! ←

_____ Approved	_____ Denied	_____ Diane O. Wingate, Executive Director for Accountability & Assessment	Date: _____
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Receiving Principal Statement

I verify that space **IS / IS NOT** available in the _____ grade for students who do not reside in the attendance area for my school.
(circle one)

Principal's Signature

School

Date

Receiving Principal Recommendation of Intra-District Transfer RENEWAL

(check (✓) one)

_____ **Transfer Recommended**

_____ **Transfer NOT Recommended***

*Reason(s) if transfer **RENEWAL** is not recommended: _____

Principal's Signature

School

Date

POLICY JC/JCA/JECB – SCHOOL ATTENDANCE ZONES/TRANSFERS AND WITHDRAWALS

In May of 1970, the School District of Georgetown County was placed under court order by a federal judge. A part of this court order divided the County of Georgetown into elementary and secondary attendance zones for all students of the county. In 1997, the Board entered into a Consent Decree with the United States Department of Justice which outlined further steps to be taken to ensure the goal of orderly desegregation of the district. The attendance zones are **inflexible** and **must be enforced** for attendance purposes. All administrators are charged with the responsibility of reporting any zone violations which they have observed.

Intra-District Transfers

The Superintendent or designee shall have the discretion to grant intra-district transfers to students on the basis of exceptional and compelling personal hardship unique to the student or the student's family, which do not unlawfully contribute to re-separation of the races. If health or safety emergencies mandate additional transfers, the District will seek the United States' written consent for approval of the transfers.

Permission for a resident student to transfer to a school other than that within the attendance area of residence may be granted upon receipt of a written request from the parent or guardian of a student under the following conditions:

Majority to Minority

Any student enrolled in a school where the percentage of his/her racial/ethnic group exceeds the district-wide percentage may transfer to any other school in the district where that racial/ethnic group is in the minority. For transfer purposes, the district-wide ratio is 58% Black and 42% other (being students not of Hispanic or Black origins).

Each student transferring to another school in the district under the terms of the ethnic transfer rule will be permitted to ride the school bus of the attendance area requested **IF** space is available and the parents or legal guardian of the student(s) provide or arrange transport for the student(s) to a bus stop in the attendance area requested.

The District shall aggressively publicize the majority/minority transfer option and will facilitate the effort of students who choose this option. The District will maintain records of all desegregative transfer requests including the race of the students and the reason for any denial of a transfer.

Full-Time Employee of Georgetown County Schools (Employee Transfer)

Children of parents or full-time guardians employed by the school district in an attendance zone other than the one in which they reside may enroll in the appropriate school of the zone in which the parent / guardian is employed.

Policy JC/JCA/JECB – School Attendance Zones/Transfers and Withdrawals is available on the school district's website. You may also obtain a copy of the policy from any department with the district office or at any school within the school district.