



Parent's Application for an Open Transfer School Year 2013 - 2014

Instructions: The parent/legal guardian must submit this application to the superintendent of the receiving district no later than **April 1, 2013**. The board of education of the receiving district must notify the parent of their decision by **June 1, 2013**. If approved, the parent must notify the receiving district no later than **July 1, 2013**, of their intent to enroll. *Oklahoma Education Open Transfer Act 70 O.S. § 8-101, 8-103*

Receiving District (transfer to)

County Name _____

District Name _____

Site Requested _____

Sending District (transfer from)

County Name _____

District Name _____

School Site _____

Check here if currently a **Home School** student.

Student Information:

First Name	Middle Name	Last Name	Birth Date	Grade	IEP*

*Check (✓) Individualized Education Program (IEP) in the IEP column (above) if applicable. An IEP and all necessary records must be submitted to the Receiving District if this transfer is for any student with a disability being served through an IEP. Such records shall be maintained by both districts in accordance with federal and state laws. A joint district meeting for student(s) with an IEP must be held prior to approval of a transfer.

Parent or Legal Guardian Information:

First Name _____ Last Name _____

Street Address _____ City _____ Zip _____

Home Phone _____ Alternate Phone _____

1. Does the parent/legal guardian have another child *currently attending* the Receiving District on a previous Open Transfer? Yes / No Sibling(s) Name(s): _____
2. Is the parent/legal guardian requesting this transfer a TEACHER at the Receiving District? Yes / No
3. Is the parent/legal guardian requesting this transfer specifically to a Receiving District that provides a SPECIALIZED DEAF EDUCATION program? Yes / No
4. Is the parent/legal guardian requesting to CANCEL an approved Open Transfer for the student(s) listed? Yes / No

Pursuant to the provisions of the statutes of the state of Oklahoma, and the rules and regulations of the State Board of Education, application is hereby made to permit the child/children listed on this form to transfer from their resident Sending District to the Receiving District as indicated on this form.

The applicant verifies by their signature that he/she is the custodial parent or legal guardian of the child/children listed above and hereby acknowledges that if the transfer is approved, shall be bound by the rules and regulations of the Receiving District and the Compulsory School Attendance Laws of Oklahoma.

SIGNATURE of Parent/Guardian _____ Date _____

Receiving District Superintendent's Use Only

Approve Deny Cancel Signature _____ Date _____