



**Section A – To be completed by Parent /Guardian**

Parent/Guardian should read this entire section before signing.

It is the parent/guardian’s responsibility to provide transportation for students attending school outside their assigned attendance areas. Attendance issues related to transportation such as lateness to school or absences due to lack of transportation will be sufficient reason for terminating permission to attend a school outside the assigned attendance area. You must completely understand and agree with this section before signing.

Who will provide transportation for the student?\_\_\_\_\_

Should the school need to contact the parent/guardian, current contact telephone numbers and address(es) must be on file at all times.

School attendance in the requested attendance area may be revoked by action of the School Board upon request by the Principal and recommendation by the Superintendent. Such action will be for good and sufficient reasons including, but not limited to, over-enrollment at the school, poor student attendance, student tardiness, or student conduct as determined by the Board.

\_\_\_\_\_  
Signature: Parent/Guardian

**Section B – To be completed by Receiving Principal**

I have verified the student’s standing in the previous school.     ( ) Yes           ( ) No\*

I have confirmed that this student is not suspended, expelled, nor assigned to a disciplinary alternative program at the previous school.           ( ) Yes           ( ) No\*

I have confirmed with the parent that the student has transportation to school and that the parent understands attendance issues may be sufficient cause to request revocation of this transfer.           ( ) Yes           ( ) No\*

\*If no, please explain: \_\_\_\_\_

\_\_\_\_\_  
Signature: Receiving Principal