



SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT
INTERDISTRICT TRANSFER REQUEST

Requested School Year
2024-2025

New Continue
Moved

RETURN FORM TO:
Division of Student Services
699 Old Orchard Drive, Danville, CA 94526
(925) 552-5052 Email: intertransfers@srvusd.net

ATTENTION PARENT: Please see reverse side for documentation requirements. Incomplete applications will not be processed

A. Parent/Guardian: Complete Section A only. Return to the SRVUSD office. Use a separate form for each child.

Student Name M F Date of Birth Current Grade Grade Requested

Requested District and School:

District Requested School Requested

Resident District and School:

San Ramon Valley Unified School District

Resident District Resident School

Parent/Guardian Name: Please Print Clearly Cell Phone/ Work Phone

Street Address City ZIP

Email Address:

Reason for Transfer:

If this is a NEW inter district transfer for students in 1st - 12th grade please attach a copy of the students Attendance, Grades and Discipline records from current school of attendance.

Check all services and programs your child currently receives: N/A

Special Education

- Special Day Class Resource
Speech/Language Adaptive PE

Other Programs

- English Learner (EL)
Gifted and Talented (GATE)

504 Accommodation Plan

- Yes No

Date Qualified

I have read the terms and conditions on page 2 of this application and understand the regulations and policies governing interdistrict attendance permits and hereby submit my application. I declare under penalty of perjury that the information provided above is true and accurate. I understand that the information provided is subject to verification and that the mere act of completing this application and providing all of the required documentation DOES NOT guarantee that the request will be approved. FALSIFICATION OF ANY INFORMATION INVALIDATES THIS TRANSFER APPLICATION. Issuance of this permit by the San Ramon Valley Unified School District does not assure acceptance in the district requested. You must receive approval from the district you are requesting to attend.

Parent/Guardian Signature: Date:

B. SAN RAMON VALLEY UNIFIED SCHOOL DISTRICT: Authorized By

Approved Date

Denied because

C. RECEIVING DISTRICT: Authorized By

Approved Date

Denied because

Terms and Conditions

All *new* applications must include reports of student grades, attendance and behavior. All documentation must be attached to the application at the time of submission. Please note that incomplete applications will not be processed. Requests will be considered based on local board policies and individual merit.

- An interdistrict permit is granted or denied per the terms and conditions stipulated in a district's board policy.
- Approval by the District of Attendance is subject to space availability.
- Approval may not be at the school site requested.
- A permit may be denied, revoked or rescinded at any time by the District of Attendance for the following reasons:
 - Student is excessively tardy or absent from school, or is brought to school excessively early or left excessively late.
 - Student fails to uphold appropriate behavior standards.
 - Student fails to make appropriate academic efforts.
 - False or misleading information was provided.
 - Other conditions occur that would render continuance inadvisable.
- Once an interdistrict permit has been granted, a student is not required to reapply, except that any student transitioning from elementary school to middle school and middle school to high school must apply for a new interdistrict attendance permit. A district may request a student to complete an annual Intent to Return form or other annual verification of interdistrict attendance that does not constitute a reapplication that can be denied. A School District of Residence or School District of Attendance shall not rescind existing interdistrict attendance permits for students after June 30 following the completion of grade 10, or for students in grades 11 or 12.
- If the student participates in any athletic program governed by the California Interscholastic Federation (CIF), he/she may not be eligible to participate at the new school. Parent/guardian should check the CIF rules before submitting this application.
- No financial obligation shall be incurred by the District of Residence for services rendered under this agreement unless otherwise agreed to between the District of Residence and the District of Attendance.
- The parent/guardian is responsible for providing transportation to and from school for all students, unless otherwise required by law for certain special education students.

Timelines for SRVUSD Interdistrict Transfer Process

1. March 1, 2024, we will begin accepting inter district transfer applications for the new school year.
2. May 1, 2024, is the deadline for submitting continuing students applications
 - a. If Inter District Transfer Renewal documents are not submitted to SRVUSD student services by May 1, 2024, the student will no longer be enrolled in SRVUSD for the upcoming school year.
 - b. If the Inter District Transfer Renewal document is received after May1, 2024, placement in the requested school will be based on the availability of space at the time of submission.

Timelines for District Action

1. Interdistrict requests submitted for the current year: parent/guardian will receive written notification of district action within 30 days from the date on which the request was submitted.
2. Interdistrict requests submitted for the next academic year: parent/guardian will receive written notification of district action no later than 14 calendar days after the beginning of the academic year for which enrollment is sought.

Parents' Rights

- Parents have the right to appeal the district's final decision to the county board of education within 30 days of the date of a final denial of transfer.