



## Application for Student Transfer – Middle School (Grades 6-8) 2019-2020 School Year

Springfield Public School District 186 offers educational attendance center transfers to students who meet certain criteria. ALL TRANSFERS ARE DEPENDANT UPON CLASS SIZE AND CRITERIA PUT FORTH IN DISTRICT 186 BOARD POLICY. This form must be completed and returned to the Director of School Support, Springfield Public Schools, 1900 West Monroe, 62704 or email [cbrown@sps186.org](mailto:cbrown@sps186.org) by **June 1st, 2019**. APPLICATIONS SUBMITTED AFTER THIS DATE MAY BE APPROVED ONLY IF ADEQUATE STAFF IS ESTABLISHED AND STUDENT SPACE IS AVAILABLE. Parents of students on transfer to a school other than their home school are responsible for transporting their child to/from school. **Please complete a separate application form for each student.** If a transfer request is granted for 2019-20, please note that the child must register at the school where he or she is transferring. The completion of this form does not guarantee approval of a transfer. **Transfers may be revoked due to poor attendance and/or continued behavior problems ONLY after consultation with the parent; the parent received a letter from the school indicating specific behavior and/or attendance records; interventions/accommodations were appropriately implemented; and the recommendation to revoke the transfer was reviewed by the Director of School Support.** For more information about student transfers, call the School Support Office at 525-7911.

Date: \_\_\_\_\_

Student's Name: \_\_\_\_\_

Student's Address: \_\_\_\_\_ Zip: \_\_\_\_\_

Student's Age: \_\_\_\_ Birth Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ (month/date/year)

My Child has an IEP: Yes  No

Student's Sex: Male  Female  Race: \_\_\_\_\_ Grade in 2019-2020: \_\_\_\_\_

Parent's Name: \_\_\_\_\_

Parent's Address: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Mother's Place of Employment: \_\_\_\_\_ Phone: \_\_\_\_\_

Father's Place of Employment: \_\_\_\_\_ Phone: \_\_\_\_\_

I wish to have my child transferred from: \_\_\_\_\_ School to: \_\_\_\_\_ School

Reason(s) for Transfer Request:

**NOTE-Citing school programming or a student's status as an athlete or prospective athlete shall have no bearing on the determination of whether or not a transfer request is approved. All IESA By-laws and policies shall be binding.**

(Please explain) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Students and their parents or guardians requesting a middle school transfer (grade 6-8) must read the information found on the back of this form and provide signatures acknowledging consent.**

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## Policy on Middle School Student Eligibility

Parents/guardians of middle school students must read and acknowledge (by signing below) the following information concerning eligibility to participate in extracurricular activities (athletics, music, drama, clubs, etc.). **Students must also sign.**

**A STUDENT MAY LOSE EXTRACURRICULAR ELIGIBILITY UPON TRANSFERRING. PLEASE CAREFULLY NOTE THE FOLLOWING: (All IESA By-laws and policies shall be binding)**

1. In order to be eligible to participate in extracurricular activities, a student must reside with his/her parents or legal guardians at an address in the attendance boundary of the middle school where he/she is enrolled. If a student is granted a transfer outside his/her middle school attendance boundary, he/she will become ineligible to participate in all extracurricular activities for one calendar year (365 days) from the date the transfer is granted unless the Superintendent of Schools grants approval **AND** the student-athlete satisfies the IESA requirements for eligibility.
2. 6th grade students who choose to attend a school of choice shall be considered as living in the geographic territory of the magnet school or the school housing the magnet program for the remainder of their middle school enrollment and shall be subject to these provisions.
3. A student who enrolls and attends a middle school as a sixth grader on a transfer outside his/her geographic attendance area as defined by District 186 shall lose athletic eligibility for one calendar year from the date of approval if that student:
  - a. seeks the revocation of the original transfer;
  - b. seeks a transfer to a different school other than where initial enrollment occurred; or
  - c. has his/her transfer revoked
4. The following situations relative to the residency of students shall exempt them from the loss of eligibility when a transfer is granted:
  - a. If the legal residency of an athlete's parents/guardians changes to be outside the school boundaries for the middle school the student attends, the student shall retain eligibility at the school where they are enrolled or the school located within their attendance boundary.
  - b. If the parents/guardians of a student who is enrolled in a middle school on the basis of a transfer granted by the Superintendent move to a different residence other than the one from which the transfer was granted, they must choose one of two options. They may enroll in the middle school defined by the attendance boundaries of the district for their new address or they may seek to have a transfer granted as a renewal by the Superintendent of Schools from their new address. In making decisions about transfer renewal requests from new addresses, the superintendent shall apply the provisions of available space and other district standards governing transfers.
5. If a student's legal residence is changed due to a court-certified or court-ordered change in custody, or if other substantive issues arise due to a change in the custody of a student, the student may retain athletic eligibility pending approval of appeal to the Superintendent of Schools.
6. Transfer students shall not be eligible for participation for a sport/activity if he/she transfers attendance after the start of the season (in accordance to the IESA standardized calendar) unless the Superintendent of Schools grants approval **AND** the student-athlete satisfies the IESA requirements for eligibility.

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Parent signature

Date

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Student signature

Date

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For Office Use Only

Transfer Request: Granted  Denied

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Jason G. Wind, Director of School Support

Date

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