

RUSD# _____
 Stu ID# _____

RIALTO UNIFIED SCHOOL DISTRICT
INTRA-DISTRICT TRANSFER AGREEMENT

260 S. Willow Avenue • Rialto • CA 92376
 (909) 873-4336 option 2



Please print clearly. Complete one form for each student.

Legal Student Name (First, Last)	School of Residence	Date of Birth	Age	Grade Level (Current year)	Special Ed. Student (IEP) <input type="checkbox"/> Yes <input type="checkbox"/> No
Mailing Address	City	Zip	Home/Cell Number	504 Plan	<input type="checkbox"/> Yes <input type="checkbox"/> No

****This agreement will not be accepted without the student's current attendance and discipline records****

_____ 20_____
 School Site Requested School Year Grade Level

REASON (Please check all reason(s) that apply)

- Sibling is attending the school requested. Sibling's name: _____, grade level: _____
- Student is currently on an Intra district transfer in the attendance stream of the school requested.
- Continuing Student Reporting/Updating New Address Employment in the area
- Parent/Guardian is an RUSD employee Parent/Guardian is an employee at the school site requested
- To complete the current school year after moving into another attendance area-date of move: _____
- Educational program at the school requested is not available at the school of residence: _____
- Other (explain): _____

SPECIAL EDUCATION PROGRAM (IEP) Students who are in Special Education Classes/Programs (Speech, RSP, SDC, Etc.) must obtain approval through the Special Education Department. Program Name: _____

CONDITIONS (Please retain a copy of this agreement for verification purposes)

- Acceptance into a specific school is based upon space availability. This agreement is subject to review and/or cancellation if overcrowding occurs.
- Parent/Guardian assumes full responsibility for providing needed transportation. Bussing will not be provided.
- Parent/Guardian must be supportive and cooperative with the school staff and the educational program.
- Behavior, citizenship, punctuality, and attendance of the student must be satisfactory.
- Student must remain in home school until approval is received. If approved, the parent must enroll the student at the requested school within five (5) calendar days.
- Agreement may be revoked by the Child Welfare and Attendance office with a recommendation from the Principal.
- Appeals will not be granted due to lack of space availability.

Falsification of any information or failure to comply with any of the conditions above may result in denial or cancellation of this permit.

I have read, understand, and accept the conditions of this agreement.

_____ Date _____ Parent/Guardian Printed Name _____ Parent/Guardian Signature

This agreement is valid as long as all conditions are met.

DISTRICT USE ONLY

The above student is: Approved Denied Reason: _____

_____ Date _____ School Principal _____ Agent: Child Welfare & Attendance

SPECIAL EDUCATION DEPARTMENT USE ONLY

The above student is: Approved Denied Reason: _____

_____ Date _____ Special Education Department

CWA Use Only

Received by: _____

RIALTO UNIFIED SCHOOL DISTRICT
INTRA-DISTRICT TRANSFERS
Notice to Parents/Legal Guardians

INTRA-DISTRICT TRANSFERS:

Are transfers for those who reside within the Rialto Unified School District boundaries, but wish to attend a school other than their school of residence within the district. Applications are available at the school site, the Rialto Unified School District web page www.rialto.k12.ca.us and at the Child Welfare and Attendance office. Completed applications need to be submitted to our Child Welfare and Attendance office located at 260 S. Willow Avenue, Rialto, CA 92376 from 7:30 a.m. to 4:00 p.m., Monday through Friday with the exception of holidays.

Intra district transfers received will be reviewed and approved based on space availability in addition to attendance and discipline history. Parents will be notified by mail with the decision.

INTRA-DISTRICT TRANSFERS received after May 1ST will not receive notification of decision until **after** the beginning of the following school year.

Parents/Guardians

- **Bring student's current school year attendance and discipline.**

CONDITIONS FOR APPROVAL

- Parent/Guardian assumes responsibility for all transportation.
- Student must maintain a 90% positive attendance rate (absences, tardies, early release days and late pick-ups will count against attendance rate).
- Student must maintain proper conduct at school and at school-related activities.
- Violation of above conditions may result in revocation of INTRA-DISTRICT TRANSFER by the Child Welfare and Attendance office with the recommendation of the principal.