



INTRADISTRICT TRANSFER REQUEST FORM

DUARTE UNIFIED SCHOOL DISTRICT
1620 Huntington Drive ♦ Duarte, CA 91010

Incomplete forms will be returned

For school year: _____ Grade for year requested: _____

Name of Student: _____ Gender: _____ Age: _____ Date of Birth: _____

Name of Parent/Guardian: _____ Cell Phone Number: (_____) _____

Home Address: _____ Email: _____

Work Phone of Father/Guardian: (_____) _____ Work Phone of Mother/Guardian: (_____) _____

Special Programs: *(check one or more, if applicable)*

English Language Learner (ELL) IEP Section 504 Plan Not Applicable

Ethnicity *(mark all that apply)*: Hispanic/Latino American Indian or Alaskan Native Asian Pacific Islander

African American/Black White Filipino not Hispanic Two or more races not Hispanic

School Now Attending: _____ School District: _____

School of Residence in the DUSD: Andres Duarte Beardslee Maxwell Royal Oaks Valley View

Please Check School Requested (1st Option):

<input type="checkbox"/> Andres Duarte (TK – 8th)	<input type="checkbox"/> Beardslee (TK – 8th)	<input type="checkbox"/> Maxwell (K – 8th)	<input type="checkbox"/> Royal Oaks (K – 8th)	<input type="checkbox"/> Valley View (TK – 6th)
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Please Check School Requested (2nd Option):

<input type="checkbox"/> Andres Duarte (TK – 8th)	<input type="checkbox"/> Beardslee (TK – 8th)	<input type="checkbox"/> Maxwell (K – 8th)	<input type="checkbox"/> Royal Oaks (K – 8th)	<input type="checkbox"/> Valley View (TK – 6th)
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Please Check School Requested (3rd Option):

<input type="checkbox"/> Andres Duarte (TK – 8th)	<input type="checkbox"/> Beardslee (TK – 8th)	<input type="checkbox"/> Maxwell (K – 8th)	<input type="checkbox"/> Royal Oaks (K – 8th)	<input type="checkbox"/> Valley View (TK – 6th)
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REASON(S) FOR TRANSFER:

(Please provide specific details/information to support your reason for requesting the transfer)

Submission Deadlines:

Proceeding School Year: October 31st to February 28th

Intradistrict permits may be denied or revoked if false information is submitted; the student demonstrates poor attendance and/or tardiness, unacceptable behavior, and/or unsatisfactory achievement; there is insufficient space available to accommodate the student’s enrollment; there is an unwillingness to cooperate with school officials by the student or parent; or any other reasons exist as determined by the Education Code or District Policy.

I HAVE READ AND DO UNDERSTAND THE ABOVE CONDITIONS:

Parent/Guardian Signature: _____ Date: _____

<u>FOR DISTRICT USE ONLY</u>		
<input type="checkbox"/> Approved	Terms: _____	_____
<input type="checkbox"/> Denied	Reason: _____	_____
Signed: _____	Title: <u>Director of Student Services</u>	Date: _____
<i>(Authorized Official, District of Residence)</i>		