TRANSFER REQUEST APPLICATION

All requests for transfer must be filed with the transferor school corporation (the school corporation within which the parent has legal settlement) on or before *April 1st* of the school year prior to the year for which the transfer would take effect. A transfer request shall be valid only for one (1) school year. A school corporation can grant a transfer only for one (1) year. A parent seeking transfer for a subsequent school year must submit a new transfer request application for each school year for which transfer is sought.

Date				
Comes now,			(Parent, Gua	rdian, or Custodian),
living at				
	Street Address	City		Zip Code
should attend		within the Tippecanoe	e School Corpora	ation (the Transferor
School Corpo	oration),			
and asks that			*Grade	Born
			*Grade	Born
			*Grade	Born
be transferred	to		_ in the West La	fayette Community
School Corpo	ration (the Transfer	ree School Corporation) for	the 2021-2022 so	chool year.
*The grade the	student will be enter	ring.		

GROUNDS FOR TRANSFER

Pursuant to 511 I.A.C.1-6-3, a student may only be granted a transfer if the request is conditioned upon at least one of the following reasons:

- 1. A curriculum offering of the transferee high school is necessary for the student's established academic or vocational aspiration and the same or a substantially similar curriculum offering is unavailable at the transferor's high school.
- 2. The transferee school offers courses that would allow the student to receive an Academic Honors Diploma, and the courses would otherwise be unavailable to that student if the student remained in the transferor school.

- 3. The transferor school is overcrowded and the transferee school is not. The overcrowded conditions at the transferor school must materially affect the student's opportunity to learn, while the conditions at the transferee school would be significantly less crowded.
- 4. The student has a medical condition that could be better accommodated by attending the transferee school rather than the transferor school. Attendance at the transferor school poses a risk of physical illness, while attendance at the transferee school would substantially reduce this risk. This would have to be supported by written documentation of two (2) persons holding unlimited licenses to practice medicine in Indiana who have personally examined the student.
- 5. The transferor school is not fully accredited by the State Board of Education, *and* the student's request is related to the reason that the transferor school has probationary accreditation status.

above-named student(s) and describe in dette student(s). (The term "better accommodate acc	s for transfer listed above is being asserted on behalf of the etail why the transfer is necessary to better accommodate modated" is not defined beyond the direct relationship nore of the five (5) circumstances listed immediately above. I with convenience.)
Home Phone:	
Cell:	
Email:	
Signed:	Date:

Parent, Guardian, or Custodian

RESPONSE OF TRANSFEROR CORPORATION

It is my opinion that the above request(s) be AP l	PROVED / DENIED (circle one) for the
following reason(s): Subject to conditions of Tip	pecanoe School Corporation Policy 5111 and
acceptance by West Lafayette Community School	ol Corporation.
Signed:Superintendent of Transferor School Con	Date:
	EE SCHOOL CORPORATION
It is my opinion that the above request(s) be AP l	·
following reason(s):	
Signed:	Date:
Superintendent of Transferee School Co.	rporation

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TRANSFER APPEAL TO THE INDIANA STATE BOARD OF EDUCATION

To be used *only* when original request has been denied by the school corporation(s).

Street Address			
· · · · · · · · · · · · · · · · · · ·	City	Zip Code	
Parent, Guardian, or	Custodian		
Signed:		Date:	
Education.			
Education.			

Note: This must be sent by *certified mail* to the Indiana State Board of Education, Room 229, State House, Indianapolis, Indiana 46204-2798, and to the superintendents of both the transferor and transferee school corporations within ten (10) days after the receipt of the school corporation's denial.

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PROMISSORY NOTE

I/We,			, parents(s)/guard	ian(s) of
			promis	e to pay the cost
per pupil differe	ence between Tippecano	pe School Corporation and	the West Lafayette C	ommunity School
Corporation for	the	school year. I/We fur	ther promise to pay a	ny amount due
within ninety (9	90) days of the billing da	ate and any legal costs/fees	incurred by Tippecar	noe School
Corporation to	collect any payments in	arrears.		
Name	(Print)		Signature	
Street,	City, Zip			
Date				
State of Indiana	n)			
State of Indiana) SS:			
County of Tipp	ecanoe)			
Before me, a No	otary Public in and for s	said County and State,		
this	day of			
personally appe	eared		and,	having been duly
sworn upon oat	h, affirmed the truth of	foregoing under penalties o	f perjury.	
WITNESS my	hand and Notary Seal.			
Notary Public:				
County of Resid	dence:			
My Commissio	n expires:			

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