



200 Douglas Street Petaluma, CA 94952

ELEMENTARY INTRA-DISTRICT TRANSFER
Effective School Year (i.e. 20xx – 20xx) _____

Residential School: _____ **For Grade** _____

School Requested in choice order:

1. _____ 2. _____ 3. _____

The District retains the right to approve or deny each application, dependent on the requested school’s enrollment capacity. Once approved the ‘requested’ school becomes the student’s school of residence.

→ **Is there a current “Individual Education Plan” (IEP) for your child:** Yes No

_____ Student’s Full Legal Name (please print)		_____ Birthdate xx/xx/xxxx	
_____ Parent/Guardian Name (please print)	_____ Home Phone	_____ Work/Cell Phone	
_____ Complete Address	_____ Apt. #	_____ City	_____ Zip

Parent/Guardian Signature: _____ **Date:** _____

Reason(s) For Request:

- Employment 45/15 Schedule Moved/Moving
- School Preference Childcare Transportation
- Attend w/Sibling Program Improvement
- Other _____

(If more space is needed write on back of sheet)

→ **If Childcare/Employment is the reason:**

_____ Childcare Provider	_____ Address	_____ Phone
_____ Employer	_____ Address	_____ Phone

<i>District Use Only</i>	
District Recommendation: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> If Space Available	
Reason for Denial:	
Administrator Signature: _____	Date: _____