School District 8 Kootenay Lake

SCHOOL DISTRICT NO. 8 (KOOTENAY LAKE)

811 Stanley Street, Nelson, BC V1L 1N8

STUDENT TRANSFER REQUEST FORM

Before completing form, please review Board Policy #410 School Choice & Catchments

PLEASE RETURN TO CURRENT CATCHMENT SCHOOL FOR PRINCIPALS SIGNATURES. INCOMPLETE FORMS WILL NOT BE PROCESSED.

PLEASE COMPLETE A SEPARATE FORM FOR EACH STUDENT – Please print clearly

**** ALL MANDATORY FIELDS MUST BE COMPLETED***

***Date/Time Received by School:** _____

*Date of Application: _____

*NAME OF STUDENT: _____ *For Transfer Effective/School Year: _____

Given Name(s) *Last Name*

*Birth Date: _____ *Present Grade: _____ *Grade in September: _____

Day/Month/Year

*Physical Address: _____ *Postal Code: _____

*Mailing Address (if different): _____ *Postal Code: _____

*Name of Parent(s)/Guardian(s): _____

*Phone: _____ *Email: _____

*Current or Catchment Area School _____ *Requested School: _____

*Reason for Request

_____

_____

Is the student on an IEP (Individual Education Plan) or receiving learning assistance?** ***If yes, please explain

_____

Does the student have an Inclusive Education category (eg. severe learning disabled, etc)?** ***If yes, please explain

_____

_____ _____

Signature - Director of Inclusive Education (if applicable) Date

Transportation:

Bussing to schools outside the catchment area will **only** be provided if space is available on regular routes and bussing fees will apply. Please contact the Transportation Coordinator for availability at 250-354-4871 ext #204

_____ _____

Parent/Guardian Signature Date:

_____ _____

Principal Signature - Current Catchment School Date:

_____ _____

Principal Signature - Requested School Date:

SPACE AVAILABLE ☐ **YES** ☐ **NO**

RECEIVED AT BOARD OFFICE: ☐ approved ☐ not approved ☐ waitlist

NOTE: All late applications will be waitlisted until September 2021

Date: _____ Comments: _____

Time _____ _____

_____ _____

Signature - Superintendent of Schools or Designate Date:

****APPLICATIONS MUST BE RECEIVED BETWEEN THE FIRST MONDAY IN JANUARY AND THE LAST FRIDAY IN MARCH****