

# 2011-12 School Year

## TRANSFER REQUEST GUIDELINES

### INTRA-DISTRICT TRANSFERS

(Residents of FVSD requesting another school within the district)

- Requests are initiated at the home school
- Process begins on or after (Tuesday) **March 1**
- Deadline: (Friday) **April 29**
- Parents are informed of acceptance/denial by (Wednesday) **June 1**
- 5<sup>th</sup> graders already at a school on an intra-district transfer feed automatically with their classmates into the middle school; there is no need to submit a new intra-district request

### INTER-DISTRICT TRANSFERS

(Residents outside the FVSD boundary wanting to attend a school within FVSD)

- **All NEW REQUESTS must be delivered to and reviewed by the District Office** – District Office will forward all new requests to school site
- Renewal requests are accepted at school site on or after **March 1**
- There is no deadline for inter-district transfers; they are accepted year round
- Parents are informed of acceptance/denial by **August 26**
- If a transfer is denied prior to Aug. 26, a list will be kept at the requested school reflecting the denial date; if an opening occurs, space will be offered to previously denied students in date order

### ASSISTANCE AND REFERRALS

- If a school site is filled to capacity and parents wish to have a student(s) placed elsewhere within the district, Charlotte Lima in Business Services (714-843-3250) will attempt to find another school site with space