

	<p>A student shall be assigned to a school in the attendance area in which he or she resides.</p>
<b>Class Changes</b>	<p>The campus principal shall be authorized to investigate and approve the transfer of a student from one classroom to another on that campus.</p>
<b>Transfers Between Schools</b>	<p>The Superintendent shall be authorized to investigate and approve transfers between schools.</p>
Request for Transfer	<p>A student who wishes to attend a school other than as assigned shall complete an intradistrict student transfer form in order to obtain prior approval from the Superintendent or designee.</p>
Timelines	<p>An intradistrict transfer request for the following school year shall be made prior to May 15. After this date, an intradistrict transfer request shall be granted in compliance with the policy and at the discretion of the Superintendent or designee.</p>
Criteria	<p>Requests made prior to the established deadline shall be granted on the following bases, in order of priority:</p> <ol style="list-style-type: none"><li>1. Space availability at the requested campus. Students within the attendance zone shall be given first priority.</li><li>2. A student whose parent is a current full-time employee of the District.</li><li>3. A transfer student who attended the school during the prior school year and reapplied by the designated deadline. Tenure or length of time at the school shall be considered if necessary.</li><li>4. A sibling of a current transfer student enrolled at the requested campus.</li><li>5. Date and time the transfer request was received at the District administrative office.</li></ol>
Class Size Limit	<p>A transfer student is subject to campus reassignment if the enrollment of neighborhood zoned students exceeds state class size limits at any time during the school year.</p>
Transportation	<p>The District shall not provide transportation for an intradistrict transfer student.</p>
Students with Special Needs	<p>The campus ARD committee shall review the transfer request and availability of services for a student with special needs.</p>

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**Note:** For the transfer of a student who is the victim of bullying or who engaged in bullying, see FDB(LEGAL). For the transfer of a student who attends a persistently dangerous school, becomes a victim of a violent criminal offense, or becomes a victim of sexual assault, see FDE.

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