



KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

ADMINISTRATIVE REGULATION

Regulation Name: Student Transfers: Appendix A: Regulation Code: BA-7.1.2A
Student Transfer Request Form

Section: Business and Administrative Services Policy Code Reference: BA-7.1

Established: October 24, 2023

Revised or

Reviewed:

This request form must be completed on or before April 30 prior to the initial school year that the parent(s)/guardian(s) wishes the student to attend the out-of-boundary school. Completed request forms should be submitted for approval, to the principal of the student's home school.

Student Name Age Grade

Parent/Legal Guardian Parent/Legal Guardian

Home Address

Telephone Email

Home School Out-of-Boundary School

Duration of the Request

Day/Month/Year to Day/Month/Year

Specific Reasons for Request (attach letter if required)

Student (16 yrs. of age or older) or Parent(s)/Legal Guardian(s) Signature
Parent(s)/ Legal Guardian(s) Signature

**Student Transfers: Appendix A:
Student Transfer Request Form**

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For Board Use Only:

School Principal's Recommendation for Out-of-Boundary Request: Yes ____ No ____

Comments:

Home School Principal's Signature _____ Date _____

Out-of-Boundary Principal's Signature _____ Date _____

Family of Schools Superintendent Signature _____ Date _____

Copies of this form are to be provided to: Parent(s)/Legal Guardian(s), Home School Principal, Out-of-Boundary School Principal and Family of Schools Superintendent.