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# HCS 2014/15 Special Education Sibling Student Transfer Request

***Instructions:*** To request a transfer for the sibling of a special education student, please fill in all appropriate fields below, then submit the request via one of the following methods:

* *Fax:* 256-428-6896
* *In person:* Office of Student Support Services; Annie Merts Center; 200 White Street; Huntsville, AL 35801

You will receive notification from Student Support Services of approved transfers for siblings of special education students.

**Special Education Student Information**

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| --- | --- | --- | --- |
| Special Education Student Name: |  | State ID: |  |
| Current School: |  | Current Grade: |  |

**Sibling Information**

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Sibling Name: |  | | | | | | | | DOB: |  | |
| Race: |  | | | | | | | | | | |
| Is the sibling a current HCS student? | |  | YES |  | NO |
| ***If YES -*** | | | | | | | | | | | |
| Zoned School: |  | | | | | | | | | | |
| State ID: |  | | | | | | | | Current Grade: | |  |
| ***If NO -*** | | | | | | | | | | | |
| Address: |  | | | | | | | | | | |
| City: |  | | | | | | State: |  | Zip Code: | |  |
| Current School: |  | | | | | | | | Current Grade: | |  |

|  |  |
| --- | --- |
| School Requested for Student Transfer: |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Parent Signature:** |  | **Date:** |  |

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| **Please submit this request to Student Support Services via one of the following methods:**  *Fax:* 256-428-6896  *In person:* Office of Student Support Services; Annie Merts Center; 200 White Street; Huntsville, AL 35801 |

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