

**311A STUDENT TRANSFER REQUEST FORM**

The purpose of this application form is to seek a transfer of a student from his or her zoned school to another school under the jurisdiction of the Newfoundland and Labrador English School Board. The application will be considered in accordance with the policies of the Newfoundland and Labrador English School Board. The original form should be sent to the Principal of the requested school and a copy of this form shall be supplied to the principal of the school from which a transfer has been requested and to the School District Senior Education Officer.

Student Name:	Permanent Family Address:
Parent/Guardian Name:	Telephone Number: Cell Phone Number:

**Student Transfer Request Information:**

A Student Transfer is Requested:	Program Information
From:	Program Currently Enrolled: (Check One) English <input type="checkbox"/> Early French Immersion <input type="checkbox"/> Late French Immersion <input type="checkbox"/> Other <input type="checkbox"/>
To:	Program Requested: (Check One) English <input type="checkbox"/> Early French Immersion <input type="checkbox"/> Late French Immersion <input type="checkbox"/> Other <input type="checkbox"/>

Rational For Transfer Request (A separate letter may be attached to this form):

**Authorization**

Parent/Guardian Signature or Student Signature if student is 19 years of age or older:	Date:
Principal's Signature:	Date:

Transfer Accepted ☐ Transfer Denied ☐

**Rationale:****When Transfer Request is Processed, Please Distribute the Following:**

- ☐ Original – School Principal – Requested School;
- ☐ Copy – School Principal – Zoned School;
- ☐ Copy – School Board Office (Senior Education Officer)