

## PROCEDURES AND INFORMATION FOR INTERDISTRICT TRANSFERS



### INCOMING INTERDISTRICT TRANSFERS

During the spring, the Roseville Joint Union High School District will review Interdistrict Transfer applications for the following school year. Interdistrict transfers are for students who reside outside of the District boundaries, but wish to attend a school within the Roseville Joint Union High School District.

A summary of the options available through the CA Education Code is on page 2 of this notice. Please note that the District has **not** chosen to become a "District of Choice" as allowed by Senate Bill 680 (2009). The District, however, will accept Interdistrict Transfers up to the enrollment caps of each school, assuming the transfer student meets all of the necessary academic, attendance, and discipline requirements, all student accommodations can be satisfied, and the student is released by their district of residence. Priority will be given to continuing students and concurrent enrollment for siblings at each school

**IMPORTANT:** To be eligible for consideration of an Interdistrict Transfer, there must be enrollment space both in school and specialized programs, class schedule availability, 2.5 cumulative GPA, and satisfactory attendance and behavior record. A student on an approved Interdistrict Transfer Agreement is required to maintain good attendance, satisfactory academic progress, and positive behavior as determined by the Principal. Attendance and discipline problems and/or lack of academic progress towards graduation can result in a reason to revoke an Interdistrict Transfer Agreement at any time.

**For the 2019-2020 school year, Interdistrict Transfer requests will only be accepted between January 22, 2019 thru February 27, 2019.** Any submission made after the deadline may not be considered. No Interdistrict Transfers will be considered for the Fall 2019 term after July 1, 2019.

There are no forms to complete with our district to apply for an Interdistrict Transfer. If you wish to request an Interdistrict Transfer, please complete the following steps:

- 1) Contact your District of Residence to begin the application process.
- 2) After you have completed with your resident district and have been approved for release, you must provide the Roseville Joint Union High School District with the following:
  - √ A copy of your approved release from your resident district.
  - √ Current student transcript, Attendance records, and Disciplinary records (if there are no records to report, please provide a notation from school staff indicating that there are no incidents. This notation must be signed and dated).
  - √ Be sure to indicate the reason the reason for the request. If your district does not provide space on the releasing application, an attachment must be added.
- 3) Submit your complete application packet to the Roseville Joint Union High School District Office at 1750 Cirby Way, Roseville 95661. **Incomplete applications will not be reviewed.** It is the parents' responsibility to provide all required documents. Please check your application packets carefully. Contact Nancy Baldwin at (916)786-2051 ext 1000 for any questions. If all required documents are submitted, transfer requests will have a decisions will be made within 3 weeks.