

## PROCEDURES FOR INTRADISTRICT TRANSFERS

Intradistrict transfers are for students who wish to transfer from his/her school of residence to another school within the RJUSD. While we strongly expect students to attend their school of residence, our open enrollment policy allows for students to attend another RJUSD school when space is available, there are unique and compelling circumstances, or a sibling attends the requested school. The family must be able to provide their own transportation.

### **RJUSD has availability for Intradistrict Transfers for 2020-21 as follows:**

- Closed: Antelope, Oakmont, Woodcreek, West Park, and Adelante High School
- Open: Granite Bay, Roseville and Independence High School

### Important information regarding Intradistrict Transfers:

- A student on an Intradistrict Transfer Agreement is required to maintain good attendance, a 2.0 GPA, and satisfactory behavior as determined by the Principal. Problems with attendance, behavior, and/or academic achievement below a 2.0 GPA can result in revocation on an Intradistrict Transfer Agreement.
- Student transfers may affect athletic eligibility. Additional athletic eligibility information is available at [www.cifsjs.org](http://www.cifsjs.org) (Constitution: Article 2, Eligibility Requirements).
- Students with an approved Intradistrict Transfer must attend the requested school for the entire school year. Students will not be approved to return to their home school or another school within the district.
- After the enrollment priorities have been applied in accordance with Board policy, if there are more requests for a particular school than there are spaces available, a random drawing shall be held from the applicant pool. A waiting list shall be established to indicate the order in which applicants may be accepted if openings occur during the year. Late applicants shall not be added to the waiting list for the current year but shall instead wait for a subsequent lottery.

### Applying for an Intradistrict Transfer:

- Complete and submit the Intradistrict Transfer Request Form directly to the District Office (1750 Cirby Way, Roseville). Contact Nancy Macias (916)786-2051 or [transfers@rjhsd.us](mailto:transfers@rjhsd.us) for any transfer questions.
  - A copy of a current PG&E, SMUD, or City of Roseville
  - List by name any siblings who currently attend requested school
  - Incoming 9<sup>th</sup> grade students and students new to the district must submit a copy of most recent grade transcript and attendance and behavior records
- Incomplete applications will not be considered for review. It is the parents' responsibility to provide all documents prior to processing for a decision. Please check your application carefully prior to submission.
- Wait for notification. The district will provide notification of transfer decision in a timely manner.
- **No transfers will be considered for the Fall term after June 1st unless an unique and compelling circumstance is proven factual by the site principal and there is available space and course scheduling.**