

# Lewis County Schools (2019-2020)

## Application for a student to attend school outside of their home school district/county attendance area.

One form **MUST** be completed for **EACH** student.

Student's Name \_\_\_\_\_

Student's Date of Birth \_\_\_/\_\_\_/\_\_\_ Grade level during the 2018-2019 school year \_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Home Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_

Transfer From \_\_\_\_\_ Transfer To \_\_\_\_\_  
 (School and county student **should** attend) (School and county student is **requesting** to attend)

School student attended last school year (2018-2019) \_\_\_\_\_

Reason for request:

Parents work schedule     After school child care     Recently moved and wish to stay at school already attending

Other \_\_\_\_\_.

Please list name of siblings, grade and school they attend.

Sibling Name	Grade	School	Sibling Name	Grade	School

- As per WV Code §18-5-16A, regarding transfer requests involving two counties, both Boards of Education must approve transfers of Non-resident students.
- Parent/Guardian will assume all responsibility for transportation and/or expenses related to this transfer.
- **Transfer forms must be received by the first Monday in June. Review of Applications will begin thereafter.**
- All transfers must be renewed annually.

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

Out of District Approval:

Principal Signature (Leaving School): \_\_\_\_\_ Date: \_\_\_\_\_

Principal Signature (Receiving School): \_\_\_\_\_ Date: \_\_\_\_\_

Lewis Co. Attendance Dir. Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Lewis Co. Superintendent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Reason Denied: \_\_\_\_\_

Out of County Approval:

Principal Signature – LC. Schools (Receiving School): \_\_\_\_\_ Date: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Lewis Co. Attendance Dir. Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Lewis Co. Superintendent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

Date of Board Meeting: \_\_\_\_\_ Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ (Reason Denied): \_\_\_\_\_