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145 SE Salmon Drive | Redmond, OR 97756

[www.redmondschools.org](http://www.redmondschools.org)

## 2024-2025 ASSIGNED DISTRICT TRANSFER REQUEST

Student Name: \_\_\_\_\_ Grade in 2024-25: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

Parent(s)/Guardian(s): \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Email \_\_\_\_\_ Alternate Phone: \_\_\_\_\_

Request Transfer To (district): \_\_\_\_\_

School (1<sup>st</sup> choice): \_\_\_\_\_ School (2<sup>nd</sup> choice): \_\_\_\_\_

Student is currently on suspension: YES NO Student is currently on an expulsion: YES NO

### TRANSFER TIMELINES AND GUIDELINES

1. Parents will complete this form and submit it to the Redmond School District Office. The form will be forwarded to the receiving school district for final review. Approval of request is subject to the receiving district's policies regarding transfers.
2. If approved, the length of time the students will be allowed to remain in the receiving district is determined by the receiving district's policy.
3. Parents/guardians will be responsible for providing transportation for approved transfer students.
4. A transfer does not guarantee eligibility to participate in competitive interscholastic activities/athletics at the attending school. Competitive eligibility is determined by OSAA rules.
5. Please refer to Administrative Regulation JECF-AR for additional criteria, timeline, notification, and process guidelines.

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### Options for submitting form:

Email: [info@redmondschools.org](mailto:info@redmondschools.org)

Fax: 541-923-5142

Mail or drop off: 145 SE Salmon Drive, Redmond, OR 97756

*Note: The Redmond School District approves all assigned district transfer requests. Final approval and length of transfer is based on the receiving school district's policies.*