



Pleasant Hill School District #1  
 District Office  
 36386 Highway 58  
 Pleasant Hill, OR 97455  
 Phone 541-746-9646 / Fax 541-746-2537

## INTER-DISTRICT TRANSFER REQUEST TO PLEASANT HILL

Student's Name	2018-19 Grade	DOB
→		

The above named student is a:

<input type="checkbox"/> returning 12 <sup>th</sup> grader to the requested school	<input type="checkbox"/> sibling of a current Pleasant Hill School District student
<input type="checkbox"/> returning student to Pleasant Hill School District	<input type="checkbox"/> new applicant

Is the student currently in an expulsion process? Yes \_\_\_\_\_ No \_\_\_\_\_

Requesting a Transfer **FROM**

District:	School (if known):
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Type of Transfer

<input type="checkbox"/> <b>Open Enrollment</b> HB 3681 School Choice March 1 through April 1, 2018 No exceptions to deadline	<input type="checkbox"/> <b>Inter-District Transfer</b> Permission required by the sending and receiving district.
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Parent/Guardian Name(s): \_\_\_\_\_

Legal Resident Address:

Street	City	Zip
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Mailing Address (if different):

P.O. Box	City	Zip
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Preferred Phone

Home \_\_\_\_\_  
 Cell \_\_\_\_\_  
 Work \_\_\_\_\_

Other Phone

Home \_\_\_\_\_  
 Cell \_\_\_\_\_  
 Work \_\_\_\_\_

I understand and agree to the conditions listed on the attached guidelines. I attest that the information provided on this form is truthful and accurate.

Parent/Guardian Signature	Date
Signature indicates you have read the attached guidelines	

<input type="checkbox"/> Approved      #1: Resident District <input type="checkbox"/> Denied _____ Superintendent's or Designee's Signature      Date Reason: _____	<input type="checkbox"/> Approved      #2: Receiving or Host District <input type="checkbox"/> Denied _____ Superintendent's or Designee's Signature      Date Reason: _____
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**(OVER)**

\_\_\_\_ / \_\_\_\_ / \_\_\_\_ Date Received by District

\_\_\_\_ / \_\_\_\_ / \_\_\_\_ Date Parent Notified

## PLEASANT HILL SCHOOL DISTRICT #1

### General Guidelines

1. By March 1, PHSD will announce the number of students that will be accepted for the next school year under HB 3681, open enrollment/school choice.
2. HB 3681 School Choice requests must be submitted by April 1, there are no exceptions.
3. By May 1, PHSD will notify parents and the resident district that a student has received consent to transfer.
4. If the District has more applicants than the number of students it has announced it will accept, an equitable lottery to select students will be conducted. Priority may be given to siblings of current students.
5. Once a student has been accepted by the District, the student is considered a resident of the District until the student graduates from high school, and is no longer required to be admitted to the schools of the school district under ORS 339.115, or enroll in a school in a different school district.
6. PHSD will not discriminate on the basis of race, religion, sex, sexual orientation, gender, ethnicity, national origin, disability, terms of an individualized education program, income level, proficiency in the English language, or athletic ability.
7. Inter-district transfer requests will be accepted after May 1 for the next school year. Permission of sending and receiving district is required before the transfer is finalized.
8. A student whose transfer has been revoked may not apply for a transfer for the next academic year.
9. Transfers will not be approved if the main or only reason for the request is to participate in extracurricular activities.
10. **Note to high school students (grades 9-12):** An inter-district transfer can affect interscholastic eligibility for those activities governed by the OSAA (Oregon Schools Activities Association). Students and parents/legal guardians should investigate OSAA regulations prior to transferring.
11. Parent/guardian is responsible for transportation of approved student transfers to and from school and for all athletics, extracurricular and afterschool activities. Transfer students will be allowed access to transportation within district boundaries as long as they can get to an existing bus stop for the school they are attending and if space is available on that route.