

Date Received: _____

CRESWELL SCHOOL DISTRICT 40

2024-2025 CSD Non-resident Student Transfer Guideline Summary

Transfer Request forms must be submitted via email to mcruzan@creswell.k12.or.us or to the Creswell School District Office at 998 West A Street, Creswell by personal delivery or regular mail Attn: Marilyn Cruzan. School buildings CANNOT accept nor forward requests.

District transfer windows are open to incoming K-11 non-resident students wishing to attend a Creswell school.

The following schools are available for students requesting a District (nonresident) transfer into the Creswell School District. Acceptance availability is based on class size.

SCHOOLS

Creslane Elementary
Creswell Middle School
Creswell High School

Non-resident Student Definition:

A non-resident student is any student whose parent(s)/legal guardian(s) reside outside Creswell School District attendance boundaries. **As per state law, students may not use addresses of family, friends, businesses or daycare to gain access into a school.** Residing temporarily in a school boundary to access a school does not establish residency.

Determination/Notification:

Per Oregon law 339.133(5)(a), all non-resident transfers must obtain consent from the resident district before enrolling in a non-resident district. Resident districts are required to provide a written reason for denying a student's release to a non-resident district. Once admission is accepted, Creswell School District will submit the application to the student's resident district for approval/denial. The requested district determines the length of the transfer. Once a determination has been made, the student's family will receive written notification of the approval or denial.

Special Notes:

- Students approved through any non-resident transfer are required to attend as full-time students.
- A transfer **will not** be considered to participate in extra-curricular or athletic activities.
- Students may not register for school or sign up for or practice with athletic teams or other activity groups in the requested school until the transfer is approved and eligibility is determined.
- **Families providing false information to access a school shall be immediately withdrawn and may be charged tuition.**
- A transfer may be revoked should the student's attendance fall below 90% and/or should the student's behavior fail to meet standards.
- Student's receiving a transfer revocation are not eligible to apply to transfer for one year.
- The parent/legal guardian** must provide transportation for approved transfer students to and from school, regardless of documented disability.

Please contact Marilyn Cruzan at 541-895-6000 or mcruzan@creswell.k12.or.us, should you have questions.

*CSD does not accept transfer requests from 12th graders.

**Legal guardians are required to provide court documents appointing them as guardian.