CRESWELL SCHOOL DISTRICT 40

998 West A Street Creswell, OR 97426

email: mcruzan@creswell.k12.or.us

ph: 541-895-6000

Transfer Request forms must be submitted via email to mcruzan@creswell.k12.or.us or to the Creswell School District Office 998 A Street ,Creswell, by personal delivery, or regular mail Attn: Marilyn Cruzan

School buildings cannot accept nor forward transfer requests.

2024-2025 INTER-DISTRICT TRANSFER REQUEST FOR NON-RESIDENT STUDENTS

STUDENT INFORMATION (One student per form)			PLEASE USE BLACK INK
Legal Last Name:		Name:	M.I.:
Address:			
Street & Mai	iling	City/ST	Zip
DOB: Grade Entering 2024-2	2025*		
Reason for Transfer (optional):			
School student attended for the 2023-2024 school year:			
Is the student currently under expulsion?	Yes	No 🗌	
If yes, what was the offense(s)?		Expulsion Ends:	
Does the applicant have a sibling currently attending			No 🗌
If yes, name of sibling:	School sibling attending in 2023-24		
PARENT/LEGAL GUARDIAN** INFORMATION			
Parent/Legal Guardian** Name:			
Email Address:			
Phone (home):			
By signing below, I acknowledge that Creswell Public Stransfer students. I understand the transfer may be revregulations, has irregular attendance or chronic tardine student is not guaranteed a seat at a CSD school. Parer transfer students to and from school, regardless of documents.	voked if the student ess, or if the inform nts/legal guardians	t violates school and, ation on this form is s must provide trans	or district rules and falsified. I acknowledge my
Additionally, by signing below, I acknowledge when e Suggested proof of address would be: Escrow papers/cable, garbage or water bill) and driver's license or Stat documents appointing them guardian.	rental agreement, c	urrent resident servi	ce bill (i.e., electric, gas,
Signature of Parent/Legal Guardian		Date	
FOR DISTR	RICT OFFICE USE	ONLY	
RESIDENT DISTRICT:		G DISTRICT: CR	ESWELL #40
Approved Denied		d	Denied
Reason for denial:	Keason for C		
Superintendent/Designee Date	Superintend	ent/Designee	Date

^{*}CSD does not accept transfer requests from 12^h graders. **Legal guardians are required to provide court documents appointing them as guardian.

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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 <u>CANNOT</u> accept nor forward requests.

District transfer windows are open to incoming <u>K-11</u> 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.

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