

Coffee County School System
400 Reddoch Hill Road
Elba, AL 36323
Phone: 334-897-5016 Fax: 334-897-6207

Request for Interdistrict Transfer

Date: _____

I would like to request an interdistrict transfer for my child/children to attend _____ School System/School for the **2018-2019** school year. I understand approval is for **one year only** and I must resubmit a request next spring if I wish my child/children to continue enrollment in the requested school system/school.

HAVE YOU SUBMITTED A REQUEST IN PRIOR YEARS? YES NO

NAME OF SCHOOL(S) YOUR CHILD/CHILDREN CURRENTLY ATTEND _____

REASON FOR REQUEST (Please respond within the space provided. Do not attach a letter.)

NAME OF ALL SCHOOL-AGE CHILDREN WITHIN FAMILY AND GRADE ENTERING (PRINT)

Student _____ **Grade** _____

Student _____ **Grade** _____

Student _____ **Grade** _____

SIGNATURE OF PARENT/GUARDIAN

ADDRESS

PHONE NUMBER: _____

The following is required for all out-of-zone students seeking enrollment in the **Coffee County School System**.

Copy of Final Report Card - Official Attendance Report - Discipline Report (signed by principal) - Sandardized Test Scores

Coffee County Schools does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups.

If your request is approved, this form will be forwarded to the appropriate school or school system so they can contact you. If your request is denied, notification will be made by mail or the requesting school will contact you via phone. Requests submitted from January through June will be acted upon at the end of June.

FOR OFFICE USE ONLY

REQUEST: **Approved** **Denied**

Kevin D. Killingsworth, Superintendent