



Bellevue Public Schools

Request to Attend a School Other Than the Student's Home School

Ins. 105-12/17

Directions: School regulations require the completion of a written request before consideration is given to assign a student to an attendance area other than the student's home school. Parent/Guardian(s) submitting this form understand that the school **will not be responsible for transportation** if this request is approved, this includes transportation for special education students. Transfer requests should be considered permanent building assignments when approved. The following criteria will guide decisions. **Consideration is given to requests that alleviate severe family hardships (participation in sports, band or other specific programs are not considered hardships) or balance enrollment.** Forms must be submitted to the Bellevue Public Schools by **February 15** prior to the year of transfer. Forms submitted after February 15 will not be considered until after July 1.

The following information is requested to ensure compliance with school district policies and/or state statutes regarding the transfer of students in the Learning Community.

Student's Name: _____ Date: _____

Home Phone: _____ Work Phone: _____

Email: _____

Requesting to Attend: _____ School for School Year: _____ For Grade: _____

School Serving Attendance Area Where the Student Presently Resides: _____

Student's Present Address: _____ Zip Code: _____

Anticipated Address & Move in Date: _____ Zip Code: _____

Reason for Family Hardship Request: _____

Parent/Guardian Name: (Please Print): _____

Parent/Guardian Signature: _____

Current School Principal Signature: _____ (Required after Feb. 15 deadline)

Request: Approved Denied Effective Date: _____

Director Signature: _____

Students involved in extracurricular activities involving inter-school competition will be governed by the Nebraska School Activities Association.

***Proof of residency must accompany the completed form when submitted. received**