



GALT JOINT UNION HIGH SCHOOL DISTRICT

12945 Marengo Road • Galt, CA 95632

Tel 209-745-3061 • Fax 209-745-0881

www.ghsd.k12.ca.us

New Application

Renewal

School Year(s)

to

Inter-District Attendance (IDA) Transfer Agreement

Inter-District Transfer requests are accepted February 1 through April 1 of each year.

Transfer requests turned in after April 1st will not be processed.

Step 1: To be completed by parent/guardian (Please print) Today's Date _____

Student's Name _____ DOB _____ Current Grade _____ Gender _____

Current/Last School of Attendance _____ Current/Last District of Attendance **GALT JUHSD**

Requested School _____ Requested District _____

Parent/Guardian Name _____

Address _____ City _____ Zip Code _____

Contact Number _____ Email _____

Is your child currently expelled, pending expulsion or was expelled during the last calendar year? Yes No

What special services has the student been found eligible for or received? (Check all that apply; attach proof of enrollment in special program and most recent IEP including FAPE offer.)

Foster Section 504 Special Education English Language Learner Gifted (GATE)

If the student is receiving Special Education services, what is his/her current placement? (Please attach IEP)

Special Day (SDC) Resource (RSP) General Education with other accommodations/modifications
 Non-Public School Pending Assessment

What is /are the reason(s) for the request? (Check all that apply. See "Documentation Required" page 2 for supporting evidence to justify reason(s).)

Child Care (K-6 Only) Specialized Program Sibling Continuing Enrollment Health/Safety
 Complete Final Year Parent Employment Other (Please specify in a letter)

Parent employer _____ Job Title _____

Address _____ Phone _____

(Must provide proof of employment. See "Documentation Required" page 2)

I have read the terms and conditions on page 2 of this application and understand the regulations and policies governing Inter-district attendance permits and hereby submit my application. I declare under penalty of perjury that the information provided above is true and accurate. I understand that the information provided is subject to verification and that the mere act of completing this application and providing all the required documentation does not guarantee that the request will be approved. Falsification of any information invalidates this transfer application.

Parent/Guardian Signature _____ Relationship to Student _____

****DISTRICT USE ONLY****

Step 2: District of Residence

District: **Galt Joint Union High School District**

Approved Denied

Authorizing Signature:

Title: _____

Date _____

Step 3: Proposed District of Attendance

District: _____

Approved Denied

Authorizing Signature:

Title: _____

Date _____

Terms and Conditions

New applications only must include a copy of the most current transcript (if applicable), report card, attendance and discipline reports, most recent IEP (if eligible), and the documentation required to support the reason(s) for the Inter-District transfer request based on the chart below. All documentation must be attached to the application at the time of submission. Requests will be considered based on local board policies and individual merit. **Completed transfer requests must be submitted to the District Office. School sites will not accept transfer requests. Please note: Incomplete applications will not be processed.**

Reason for Request	Documentation Required
Child Care (K-6 Only)	<ul style="list-style-type: none"> ▪ Proof of employment of all parents/guardians who are involved in the student's life on a day-to-day basis <ul style="list-style-type: none"> Copy of a recent pay stub Letter on the employer's stationary verifying schedule (hours and days) and location of employment If self-employed, letter stating schedule (hours and days) and location of employment ▪ Letter from the adult, center, or organization providing day care <ul style="list-style-type: none"> Name, address and contact information of the adult, center or organization Child care license number and fees, if applicable Hours of operation for the center or organization, or the hours that the student is under care Length of time student has been under care by the adult, center or organization ▪ Letter from parent/guardian explaining the circumstance that an inter-district permit is necessary under child care reasons
Parent Employment (If District of Attendance policy permits)	<ul style="list-style-type: none"> ▪ Proof of employment of all parents/guardians who work in the requested district's boundaries <ul style="list-style-type: none"> Copy of a recent pay stub Letter on the employer's stationary verifying schedule (hours and days) and location of employment If self-employed, letter stating schedule (hours and days) and location of employment ▪ Letter from parent/guardian explaining the circumstance that an inter-district permit is necessary under parent employment reasons
Sibling	<ul style="list-style-type: none"> ▪ Name, grade and school where the sibling attends (sibling must already attend a school in the requested district) ▪ Copy of sibling's last report card ▪ Copy of sibling's release permit from the District of Residence
Specialized Program	<ul style="list-style-type: none"> ▪ Letter of acceptance into the program. ▪ Letter from parent/guardian expressing the extent of the student's interest in the specialized program, and how the program is either unavailable or not comparable at the District of Residence
Continuing Enrollment	<ul style="list-style-type: none"> ▪ Copy of student's last report card (other forms of proof). Ex: student's demographics, student data sheet, etc.) ▪ Letter from parent/ guardian stating the enrollment history (grade and school/district) of the student since kindergarten
Final Year	<ul style="list-style-type: none"> ▪ Copy of student's last report card

- An Inter-District permit is granted or denied per the terms and conditions stipulated in the GJUHSD's board policy.
- Approval by the GJUHSD is subject to space availability in the district and the district's capacity to provide special education services, if applicable.
- Approval may not be at the school site requested.
- Students who are eligible for Special Education Services Inter-District Agreement will be reviewed by the GJUHSD's Special Education Department.
- A permit may be denied, revoked, or rescinded at any time by the GJUHSD for the following reasons:
 - Student is excessively tardy or absent from school, or is brought to school excessively early or left late.
 - Student fails to uphold appropriate behavior standards.
 - Student fails to make appropriate academic efforts.
 - False or misleading information was provided.
 - Other conditions that occur that would render continuance unadvisable.
- Once an Inter-district permit has been granted, it is only granted for one school year. Students in grades K thru 10 must apply for a new Inter-District attendance permit yearly. GJUHSD shall not rescind existing Inter-District attendance permits for continuing students entering grade 11 or 12 in the subsequent school year, except for revocation reasons stated above.
- If the student participates in any athletic program governed by the California Interscholastic Federation (CIF), he/she may not be eligible to participate at the new school. Parent/Guardian should check the CIF rules before submitting this application.
- No financial obligation shall be incurred by the GJUHSD for services rendered under this agreement unless otherwise agreed to between the District of Residence and the District of Attendance.
- The parent/ guardian is responsible for providing transportation to and from school for all students, unless otherwise required by law for certain special education students.

If approved by the Requested District, this document is the **Inter-District Attendance Transfer Agreement** between the two districts, subject to the terms listed above, on any applicable policies of either district.

IDA DENIALS MAY BE APPEALED TO THE SACRAMENTO COUNTY OFFICE OF EDUCATION WITHIN 30 DAYS OF DENIAL. See www.scoe.net for Inter-District Attendance Appeals or call the SCOE (916)-228-2341.