



Application for RESIDENT Transfer
2019-2020

Please return this form completed and signed with the required supporting documents via email to bcsenrollment@bartlettschools.org or mail or drop it off at the Office of Student Services, Bartlett City Schools, 5705 Stage Rd., Bartlett, TN 38134. The deadline for this application is Friday, March 8, 2019. All fields must be completed in order for the application to be processed..

Parents/legal guardians must submit the following document(s) with the application in order for it to be processed:

- Elementary or Middle School: the most recent report card (Quarter 2), 2017-18 standardized test score reports for language arts and math (rising 4th-8th graders only), attendance record, and discipline record
Kindergarten: copy of the student's certified birth certificate

*All homeschool students will be scheduled for a Bartlett City Schools assessment prior to a final transfer decision.

PLEASE PRINT:

Student's Name _____ DOB _____ Grade Entering _____
School Last Attended _____ BCS School Assignment for 2019-20 _____
Custodial Parent/Legal Guardian Name _____ Phone _____
Street Address _____ Email _____
City _____ County _____ State _____ Zip _____

School Requesting: (Request only one school)

_____ Bartlett Elementary (Kindergarten, 4th, and 5th only) _____ Appling Middle (all grades)
_____ Ellendale Elementary (Kindergarten, 4th, and 5th only) _____ Bon Lin Middle (6th and 8th only)
_____ Oak Elementary (Kindergarten, 4th, and 5th only) _____ Elmore Park Middle (all grades)
_____ Rivercrest (Kindergarten, 4th, and 5th only)

Do you already have a student who attends the requested school and resides in the same household? Yes _____ No _____

If "yes", provide the student's name and grade level: _____

Check if served by: Special Education _____ 504 _____ ESL _____

If Special Education, what services are currently provided (ex. Co-teaching, resource, SLP, OT, functional skills, preschool, etc.)?

Did your child attend a BCS PreK(4) program for 2018-19? Yes _____ No _____ Which School? _____

Is your child involved in school activities? If so, please list: _____

Has your child been suspended or expelled from school during the 2018-19 school year? Yes _____ No _____

If Yes, please explain: _____

Are you a full-time Bartlett City School employee? Yes _____ No _____

If yes: Location _____ Position _____

I have read the District's Policy 6019: Transfers within the System and understand and agree to the terms. I understand this application does not mean automatic admission into the requested school. A response letter for acceptance/denial of this application for a transfer within the system will be e-mailed to you. By signing this form, I acknowledge the above information to be true and accurate and that I am a current Bartlett resident. I understand and acknowledge that incorrect or fraudulent information will result in the application and/or transfer being denied or revoked. The deadline for this application is March 8, 2019.

Parent/Legal Guardian Signature (no electronic signatures) _____ Date _____

For Office Use Only Transfer: _____ Granted _____ Denied _____

Reason Denied: _____ Grade _____ Attendance _____ Discipline _____ Space Availability _____ Staffing _____ Priority Level _____

Official Reviewer Signature: _____ Date: _____