



Application for NON-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 for non-resident transfer in order for it to be processed:

- Elementary or Middle School: the most recent report card (Q2), 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
High School: the most recent report card (Q2), 2017-18 standardized test score reports for language arts and math, attendance record, and discipline record

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

PLEASE PRINT:

Student's Name, School Last Attended, Custodial Parent/Legal Guardian Name, Street Address, City, County, State, Zip, DOB, Grade Entering, 2019-20 School Zoned to Attend, Phone, Email

School Requesting: (Request only one school)

Bartlett Elementary (Kindergarten, 4th, and 5th only), Ellendale Elementary (Kindergarten, 4th, and 5th only), Oak Elementary (Kindergarten, 4th, and 5th only), Rivercrest Elementary (Kindergarten, 4th, and 5th only), Applying Middle (all grades), Bon Lin Middle (6th and 8th only), Elmore Park Middle (all grades), Bartlett Ninth Grade Academy (eligible only to current BCS students)

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.)?

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:

Non-resident students will be considered for attendance with Bartlett City Schools based on the following priorities. Documentation is required for priority selection. Please indicate priority below with an X.

- Priority 1: Student of full-time employee of Bartlett City Schools. (Contact your principal or Student Services.)
Priority 2: Student currently enrolled in Bartlett City Schools.
Priority 3: Student accepted into special programs. (STEAM, Honors Academy, etc) Program
Priority 4: Student whose sibling(s) currently attend Bartlett City Schools. Name of Sibling, School
Priority 5: Student of full-time employee of City of Bartlett. Location, Position
Priority 6: All other students residing outside Bartlett City Schools attendance zones.

I have read the District's Policy 6015: Attendance of Non-Resident Students and understand and agree to the terms. I understand this application does not mean automatic admission into Bartlett City Schools. A response letter for acceptance/denial of the non-resident application for student admission will be e-mailed to you. By signing this form, I acknowledge the above information to be true and accurate. I understand and acknowledge that incorrect or fraudulent information will result in the application and/or transfer being denied or revoked. Priority 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: