



## INTERDISTRICT TRANSFERS - INCOMING

*If you do not live within the boundaries of the Cypress School District and wish to enroll your student in a Cypress school*

Cypress School District accepts interdistrict transfer requests from students in Transitional Kindergarten through sixth grade who live outside the Cypress School District boundaries and wish to attend a school in Cypress. The parent/guardian must first contact their district of residence to obtain a release from that district. Once obtained, Cypress School District will consider the request.

The priority acceptance period for incoming interdistrict transfers for the upcoming 2019/20 school year is February 27 – April 25, 2019. The district will continue to accept interdistrict transfers for new students year round; however, the request must be received by April 25, 2019, to guarantee it is processed for the 2019/20 school year. Requests received after April 25, 2019, will not be considered until after the Open Enrollment period.

**NOTE:** Per Ed. Code 48204, "A school district may deem a pupil to have complied with the residency requirements for school attendance in the district if at least one parent or the legal guardian of the pupil is physically employed within the boundaries of that district for a minimum of 10 hours during the school week." An interdistrict transfer form must be completed for requests based on employment.

Once an interdistrict transfer has been approved and the student has been enrolled in the district, that student will be considered a permanent student. There is no need to request another interdistrict transfer, unless their home school district requires it.

Students accepted to the Cypress School District on an interdistrict transfer must have, and maintain, satisfactory attendance, effort, academic achievement, and behavior.

### **APPLICATION PROCEDURE:**

#### **New Interdistrict Transfer – Upcoming School Year:**

1. Obtain an approved interdistrict release from your home school district.
2. Complete a Cypress School District Interdistrict Transfer Agreement Addendum.
3. Submit both forms to the Cypress School District Office.
4. Parent/guardian will be notified of the decision by early June.

#### **New Interdistrict Transfer – Mid-Year:**

1. Obtain an approved interdistrict release from your home school district.
2. Complete a Cypress School District Interdistrict Transfer Agreement Addendum.
3. Submit both forms to the Cypress School District Office.
4. Parent/guardian will be notified of the decision within a week.



9470 Moody Street  
Cypress, CA 90630  
(714) 220-6900

TYPE OF REQUEST	SCHOOL YEAR REQUESTED	GRADE
<input type="checkbox"/> NEW	<input type="checkbox"/> CURRENT YEAR 20____ / 20____	____
	<input type="checkbox"/> UPCOMING YEAR 20____ / 20____	____

## INTERDISTRICT TRANSFER AGREEMENT ADDENDUM FOR NEW INCOMING INTERDISTRICT TRANSFER REQUESTS

STUDENT LAST NAME	FIRST NAME	MIDDLE INITIAL	DATE OF BIRTH	SEX <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE
EMAIL ADDRESS	STREET ADDRESS	CITY		ZIP
PARENT/LEGAL GUARDIAN LAST NAME	FIRST NAME	DAYTIME CONTACT NUMBER		

WHAT SPECIAL SERVICES HAS THE STUDENT RECEIVED?				
<input type="checkbox"/> Special Education	<input type="checkbox"/> Section 504	<input type="checkbox"/> English Language Learner	<input type="checkbox"/> Gifted (GATE)	<input type="checkbox"/> Other: _____ <input type="checkbox"/> None
IF THE STUDENT IS NOW RECEIVING SPECIAL EDUCATION SERVICES, WHAT IS THEIR CURRENT PLACEMENT? (attach IEP)				
<input type="checkbox"/> Resource (RSP)	<input type="checkbox"/> Special Day (SDC)	<input type="checkbox"/> Speech	<input type="checkbox"/> Pending Assessment	<input type="checkbox"/> Other
HAS THE STUDENT EVER BEEN RETAINED? <input type="checkbox"/> No <input type="checkbox"/> Yes Repeated Grade: _____		HAS THE STUDENT EVER HAD AN IEP? <input type="checkbox"/> No <input type="checkbox"/> Yes Grade: _____		IS THE STUDENT PENDING DISCIPLINARY ACTION OR EXPELLED? <input type="checkbox"/> No <input type="checkbox"/> Yes _____

### SCHOOL REQUESTED IN CYPRESS SCHOOL DISTRICT

SCHOOL	PREFERENCE RANK 1-6	
Arnold, A.E.		<input type="checkbox"/> This student has a sibling currently enrolled at CSD: Name _____ <div style="text-align: right;">School _____</div> <p><b>IF PREFERENCE IS UNAVAILABLE,</b></p> <input type="checkbox"/> I will accept any school in Cypress School District. <input type="checkbox"/> I do not want any other school and will return to my district of residence.
King, Clara		
Landell, Margaret		
Luther, Steve		
Morris, Juliet		
Vessels, Frank		

I have read the terms and conditions and understand the regulations and policies governing interdistrict 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.

#### TERMS AND CONDITIONS

- This Interdistrict Transfer Agreement is valid for a maximum of five school years, unless there is a change in the reason for transfer or reason conditions. Renewals are not guaranteed.
- This agreement may be revoked at any time by the district of attendance for the following reasons:
  - Student is excessively tardy or absent from school, or student is brought to school excessively early or left excessively late.
  - Student fails to uphold appropriate behavior standards.
  - Student has poor academic performance.
  - False or misleading information was provided.
  - Students or parents fail to follow school rules.
- Approval is subject to space availability in the district and may not be at the site requested.
- Students who are eligible for Special Education Services may be asked to obtain an Inter/Intra-SELPA Agreement for Individuals with Exceptional Needs in addition to this Interdistrict Transfer Agreement.
- No financial obligation shall be incurred by the district of residence for services rendered under this agreement.
- The parent/guardian is responsible for providing transportation to and from school.

\_\_\_\_\_  
Parent/Legal Guardian Signature

\_\_\_\_\_  
Date