



INDEPENDENT SCHOOL DISTRICT NO. 318

Grand Rapids, MN 55744

RESIDENT INTRA DISTRICT TRANSFER APPLICATION 2020-21 School Year

PLEASE READ:

1. Residents of ISD 318 who would like to enroll their child/ren in an ISD 318 school outside of their residence attendance area must complete this application (one form per child).
2. Applicants will be notified of approval or denial in writing by email (or mail if no email address provided).
3. Criteria for determining approvals/non-approvals of transfers are based on space availability (grade level and/or school).
4. **School placement is at the sole discretion of the school district.** Reference School District Policy 503.1: Student Admission, Assignments, Withdrawal.
5. Approval is valid for the current school year only at the school approved on this application.
6. Once approved for a particular school, you will need to re-apply each year that your child plans to attend that school.
7. A reminder: Intra District enrolled students/families may need to provide their own transportation.

Please Print. Complete a separate form for each child.

Student Name Birthdate Grade Level (2020-21 school year)

Parent/Guardian Name

Parent/Guardian Address (street, city, zip code)

Parent/Guardian Primary Phone Email

Attendance Area Assigned School (2020-21 School Year)

School Requested for 2020-21 School Year (circle one)

Cohasset Elementary School East Rapids Elementary School West Rapids Elementary School

Reason for Request. For school building placement consideration but not a guarantee of placement:

___ Student has a currently enrolled sibling who will continue enrollment at requested school for the 20-21 school year.

___ Special ed placement with approval of special ed team.

___ Other. Please explain: _____

TRANSPORTATION

For purposes of stabilizing enrollment, the school district may, in its discretion, establish designated attendance boundaries and may provide transportation for students attending a school in those designated school boundary areas. Transportation of students approved under the District 318 Intra District Enrollment plan is the responsibility of the parent/guardian, **unless transportation is documented in a student's Individual Education Plan (IEP).**

With approval from the District Transportation Department, the District may accommodate school bus transportation when:

- the ride is on an existing bus route to the school or program and space is available on the bus; and
- no re-routing of buses is necessary and no additional bus stops are created.

PARENT/GUARDIAN - PLEASE SIGN ONE OF THE FOLLOWING

1. I will assume responsibility for the transportation of my child to and from school.

Signed _____ Date _____

2. I understand the District Transportation Department is not required to transport my child and this may not be an option for my student. If approved for Intra District transfer, it is my responsibility to contact the Transportation Department to discuss whether transportation will be an option based on the criteria above and to complete all necessary paperwork.

Signed _____ Date _____

Return completed form to:

Central Enrollment
ISD #318 Grand Rapids
820 NW First Avenue
Grand Rapids, MN 55744
218-327-5707
(Fax) 218-327-5865
enrollment@isd318.org

TO BE COMPLETED BY STUDENT SERVICES – DISTRICT OFFICE

Date application received _____

Application approved _____ Comments _____

Special Ed Team: IEP Driven placement? ____ Program Name _____ SpEd Team member initials _____

Not approved (lack of space at requested school): _____ Other Reason: _____

IF APPROVED

The student will be assigned for enrollment in:

School

Grade Level (2020-21 School Year)

Beginning _____
Month / Day / Year

Superintendent Signature

Date Approved/Signed