

Shandon Joint Unified School District -- County of San Luis Obispo
Interdistrict/Intradistrict Permits
Education Code 46600 – 46611

Today's Date _____

New Application ___ Renewal ___

Student Information

Student Name (Last, First, M.I.) List only one student per application	School Currently Attending	Date of Birth	Age	Grade <i>(for year requested)</i>	School Requested
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Does the student have a current IEP? **No** ___ **Yes** ___ Does the student have a current 504 Plan? **No** ___ **Yes** ___
 Does the student have a Behavior Plan? **No** ___ **Yes** ___ (If yes to any of these questions, please attach a copy.)
 Is the student currently pending disciplinary action or under an expulsion order? **No** ___ **Yes** ___

Please list siblings (attach another page if necessary)

<u>Name</u>	<u>Age</u>	<u>Grade</u>	<u>School of Attendance</u>
_____	_____	_____	_____
_____	_____	_____	_____

Guardian Information

Please list the names of all legal guardians residing at this address		Relationship to student	
Physical Address			
Mailing Address		E-Mail Address	
Home Telephone	Work Telephone	Cell Telephone	

School District Information

<u>Check the Current School of Attendance</u> (District of Residence – Where you live)	<u>Check the Requested District</u> (District of Enrollment – Where you want your child to attend)
___ Atascadero USD ___ Pleasant Valley JUESD ___ Cayucos ESD ___ San Luis Coastal USD ___ Coast USD ___ San Miguel JUSD ___ Lucia Mar USD ___ Shandon JUSD ___ Paso Robles JUSD ___ Templeton USD ___ Other _____	___ Atascadero USD ___ Pleasant Valley JUESD ___ Cayucos ESD ___ San Luis Coastal USD ___ Coast USD ___ San Miguel JUSD ___ Lucia Mar USD ___ Shandon JUSD ___ Paso Robles JUSD ___ Templeton USD ___ Other _____

What is /are the reason(s) for the request?

Please refer to "Documentation Required" on page 2 for a listing of proof/evidence required to support each reason checked.

- | | | |
|--|---|---|
| <input type="checkbox"/> Child care | <input type="checkbox"/> Sibling(s) | <input type="checkbox"/> Parent Employment (Allen Bill) |
| <input type="checkbox"/> Health & Safety | <input type="checkbox"/> Specialized Program | <input type="checkbox"/> Continuing Enrollment |
| <input type="checkbox"/> Complete Final Year at Current School | <input type="checkbox"/> Proposed Change in Residence | <input type="checkbox"/> Other (Specify in a letter) |

Each school district in San Luis Obispo County has a policy with locally determined criteria for accepting/denying/revoking interdistrict permits. District policy may allow for revocation of a permit based on such criteria as student behavior, attendance and academic performance. District policy may also allow for conditional approval, dependent on program capacity or class size limits.

Signature of Parent/Legal Guardian	Date
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District of Residence

District of Enrollment

Following review, this application is hereby (check one): ___ Approved For a period of _____ years. Expires _____ ___ Denied Reason: _____ Board Approval Date: _____	Following review, this application is hereby (check one): ___ Approved For a period of _____ years. Expires _____ ___ Denied Reason: _____ Board Approval Date: _____
Approved by: _____ Date: _____	Approved by: _____ Date: _____
Date Received: _____	Date Received: _____

Note: All applicants should expect to meet with the Superintendent or designee prior to a decision by the District.

Appointment Date: _____

Time: _____

All applications must include a copy of the most current report card and the documentation required to support each reason you provide for requesting a transfer. Below is a chart of documentation that must be attached to the application at the time of submission including a letter of explanation.

Reason for Request	Documentation Required
Child Care	<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; and ○ Letter on the employer’s stationery verifying schedule (hours and days) and location of employment; or ○ If self-employed, letter stating schedule (hours and days) and location of employment • Letter from the adult, center or organization providing child 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 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 circumstances that an Interdistrict permit is necessary for child care reasons.
Parent Employment	<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; and ○ Letter on the employer’s stationery verifying schedule (hours and days) and location of employment; or ○ If self-employed, letter stating schedule (hours and days) and location of employment • Letter from parent/guardian explaining the circumstances that an Interdistrict permit is necessary for parent employment reasons
Sibling	<ul style="list-style-type: none"> • Name, grade and school where the sibling attends (sibling must already attend the proposed district of attendance) • Copy of the sibling’s last report card • Copy of the sibling’s release permit from the district of residence
Health & Safety	<ul style="list-style-type: none"> • Letter or report from a doctor, psychologist or other appropriate person verifying health-related issues (if applicable) • Police or school report supporting safety-related issues (if applicable) • Letter from parent/guardian explaining the circumstance that an Interdistrict permit is necessary for health and safety reasons.
Specialized Program	<ul style="list-style-type: none"> • Copy of the flyer, brochure or other informational material detailing the specialized program in which the student is interested • 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. • Dual Immersion Program – Provide proof of acceptance into the program.
Continuing Enrollment	<ul style="list-style-type: none"> • Copy of the student’s last report card • Letter from parent/guardian stating the enrollment history (grade and school/district) of the student since kindergarten <p>Please note: Continuing enrollment applies to students who move during the summer or during the school year and wish to continue at the last school of enrollment. This reason or a request can also apply to those districts that request that a student returns for a release permit when they are matriculating from one grade span and wish to continue on through the next grade span in the proposed district of attendance (such as from elementary to middle.)</p>
Final Year (8th grade)	<ul style="list-style-type: none"> • Copy of the student’s last report card
Change in Residence	<ul style="list-style-type: none"> • Copy of escrow documents; and • Rental Agreement
TERMS AND CONDITIONS	

- An interdistrict permit is granted or denied based on the terms and conditions stated in board policy.
- An Interdistrict permit is valid for the length of time approved by the superintendent/governing board.
- A permit 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 picked-up excessively late.
 - Student fails to uphold appropriate behavior standards.
 - Student fails to make appropriate academic efforts.
 - False or misleading information was provided on the Interdistrict Transfer Permit and/or accompanying documentation.
 - Other conditions that occur that would render continuance inadvisable.
- Approval is subject to space availability in the district and may not be at the site requested.
- 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.