

Resident and Nonresident Student Transfers

Applications will be submitted online on the district website (found under Parents/Students tab, Student Transfer Information). Parents may contact the superintendent’s assistant for assistance if they do not have internet access. **Submission deadlines will be strictly adhered to.**

December - January Transfer process and timeline announced; new forms available on the district website.

January 1 - April 1 In-District Process – Priority Window: Applications will be accepted for all resident students entering grades K-8 who wish to apply for a new transfer to a school other than their home (resident) school.

Submitting a transfer application does not guarantee approval.

Students with previously approved in-district transfers do not need to re-apply and will be allowed to continue attending their approved transfer school unless that transfer was at any time revoked.

By March 1 District determines and announces slots available for inter-district open enrollment students at each school.

Principals review, discuss and make determinations on in-district transfer requests received.

March 1 - April 1 HB 3681 Open Enrollment Window – Inter-District Transfer: Students wishing to attend school in a district other than their home district must fill out an Inter-District, Open Enrollment Transfer Form and submit it to the requested district. Home district release is not required during this window only. Requests date stamped and/or received after April 1 will not be accepted.

March 1 - April 1
(For the 15-16 school year only) In-District Process – Priority Window: Applications will be accepted for all resident students entering grades K-8 who wish to apply for a new transfer to a school other than their home (resident) school.

Submitting a transfer application does not guarantee approval.

Students with previously approved in-district transfers do not need to re-apply and will be allowed to continue attending their approved transfer school unless that transfer was at any time revoked.

April 1	<p>Inter-District (Not Open Enrollment) Process: Open to the first Board established number of applicants requesting transfers out of the Central Point School District for the following school year.</p> <p>Once the threshold of Board established number of outgoing students has been approved, consideration of transfer requests will be limited only to applications related to recent/impending family relocations and extreme hardships (subject to availability), and as required by law (e.g., court orders).</p> <p>All incoming inter-district transfer requests will be accepted.</p> <p>Annually, before the start of each school year, the Board shall establish the number of students to whom consent will be given for the upcoming school year.</p>
After April 1	<p>In-District Process – Second Window: Applications will be accepted for all resident students entering grades K-8 who wish to apply for a new transfer to a school other than their home (resident) school.</p> <p>Submitting a transfer application does not guarantee approval.</p> <p>Students with previously approved in-district transfers do not need to re-apply and will be allowed to continue attending their approved transfer school unless that transfer was at any time revoked.</p>
Prior to April 15	<p>Conduct prioritization and inter-district lottery process, as needed for each grade level/school to fill slots allocated for open enrollment transfers.</p>
Prior to April 30	<p>In-District (Priority Window – Requests Submitted Before April 2): Letters or emails to parents/guardians informing them of the outcome of their student’s in-district transfer request. Whenever possible, the district will try to place students in their school of choice.</p>
By April 30	<p>Open Enrollment: Letters or emails to parents/guardians informing them of the outcome (acceptance/non) of their student’s inter-district open enrollment transfer request. Whenever possible, the district will try to place students in their school of choice.</p>
April 1 - May 1	<p>Written notification to districts of students accepted through the open enrollment process.</p>
August (after registration)	<p>In-District (Second Window – Requests Received After April 1) Inter-District (Not Open Enrollment): Principals review, discuss and make determinations on transfer requests received.</p>
Prior to August 30	<p>Letters/emails sent to parents informing them of the school decision on their transfer request. Whenever possible, the district will try to place students in their school of choice.</p>

Resident students retain priority over any open spots in Central Point School District schools. By March 1, the district will determine the number of slots available in the open enrollment period for inter-district transfers; this allocation may be at the school and/or grade levels. If a school/grade becomes closed to in-district transfers, it is also closed to inter-district transfers.

In-district and inter-district requests received after the open enrollment window (April 1) will be filled in the following order:

1. Resident students wishing to transfer, who missed the in-district priority window;
2. Siblings of students already attending in the district;
3. Nonresident students wishing to transfer. If these requests exceed the remaining allocations, the district will conduct a lottery selection process as follows:
 - a. Starting with the lowest number assigned, the transfer request will be matched against the available allocation for the requested grade/school;
 - b. If a slot is available at the applicable level, that request will be granted approval;
 - c. If not available, that request will be denied. Because of the objective nature of the lottery, reasons for the request are not considered and denials are not appealable;
 - d. The process will be repeated with the next lowest number, and so on, until all requests have been conducted through the lottery process, as needed.

It is the parent/guardian's responsibility to follow through on the approved transfer request in a timely manner and meet the deadlines for confirming acceptance and enrolling their student at the requested school.