

Portland Public Schools Inter-District Transfer Request Form

FOR REQUESTS TO ATTEND A PORTLAND PUBLIC SCHOOL

If you live outside of the PPS district boundary you must receive permission from both districts prior to the start of the next school year in order to have your child attend a Portland Public School.

Complete this application if:

- Your child is not currently attending a PPS school, including brothers and sisters of current PPS students or
- Your child has reached the highest grade at their current PPS school and would like to enroll in a PPS middle or high school (immersion or non-immersion).

You **do not** need to complete this application if:

- You moved out of the district during the past year. An automatic application has been created for your child to remain in his/her current school. Call 503-916-3205 to confirm we have an automatic application for your child or to inform us that you do not wish to have your child return to PPS next year.
- You received permission from both districts in 2016 or earlier and your child has not reached the highest grade of his/her school.
- You have permission to enroll in PPS through a charter school, or due to Title X, foster care or DHS placement.

Applications must be received in the Enrollment and Transfer Center by June 15, 2018.

Step 2: Contact your resident district to request a release to enroll in a Portland Public School.

Each district has different rules and deadlines. If both districts agree to the transfer, your child may enroll in a PPS school next year. If either district does not agree to the transfer, your child will have to attend school in your resident district or pay tuition to attend a PPS school next year.

To learn more about the inter-district transfer process, go to www.pps.net/schoolchoice or contact the Enrollment and Transfer Center at 503-916-3205 or email enrollment-office@pps.net.

Legal First Name _____ Legal Last Name _____

Date of Birth _____ Grade Next Year _____

Parent First Name _____ Parent Last Name _____

Primary Phone Number of Parent/Guardian _____

Primary Email of Parent/Guardian _____

Mailing Address _____ Mailing City _____

Mailing State _____ Mailing Zip _____

Has your child been expelled during the last 12 months? ____ Yes ____ No

If yes, please provide the term of the expulsion and whether the reason involved a firearm.

Term _____ Reason _____

CONTINUED ON REVERSE

The Information Requested Below is Optional:

State law allows inter-district transfer priority for students currently enrolled at a school and their siblings.

Requested PPS School/Program _____

Current School _____

PPS Student ID (for current PPS students): _____

Date of move out of PPS district _____

Does student have at least one brother or sister currently enrolled in PPS who will be attending school here next year? ____ Yes ____ No

If Yes: Co-enrolled Sibling First Name _____

Co-enrolled Sibling Last Name _____

Co-enrolled Sibling Grade Next Year _____

APPLICATION AGREEMENT

Please check the box below to indicate you understand that you are applying for a transfer into the Portland Public School District. If there are more requests than slots, PPS will use priorities agreed to by the School Board and a random lottery, if needed, to decide which students may transfer.

I understand the terms of this application stated above.

Please return completed application to: Enrollment and Transfer Center

501 North Dixon Street Portland OR 97227

Email: enrollment-office@pps.net

Phone: 503-916-3205 Fax: 503-916-3699

Si necesita ayuda con la comprensión de esta información, favor de llamar a Elizabeth o Patricia al 503-916-3205

Если вам нужна помощь с переводом этой информации на родной язык, пожалуйста обратитесь к Ольге

Бобровник по телефону 503-916-3205

若閣下需要明白這資訊, 請以潘老師聯略503-916-3585

Nếu quý vị cần sự giúp đỡ để hiểu rõ các thông tin này, xin vui lòng gọi điện thoại cho ông số 503-916-3584

Hadii aad u baahato caawinaad si aad u fahamto macluumaadkaa fadlan wac 503-916-3586

Portland Public Schools is an equal opportunity educator and employer.