



**Standard Inter-district Transfer Process Frequently Asked Questions:  
Requests to Enroll in PPS from Other Districts**

Families who live outside of the Portland Public School District boundary may apply to transfer to a PPS school through the annual standard inter-district transfer process. Here are responses to frequently asked questions about this process.

**Q: How do families apply for transfer into PPS?**

A: Families must submit two applications: One to PPS and one to their resident school district. Beginning in mid-May, PPS will automatically create applications for students who moved out of PPS in the past year and are not at the highest grade of their current school. Other interested families may apply online at <https://ppsinterdistrict.schoolmint.net>

Families should contact their resident districts as soon as possible to request a release into PPS. A transfer is not complete unless both districts have given consent.

**Q: What rules govern the standard inter-district transfer process?**

A: The Oregon legislature has modified inter-district transfer laws several times in recent years. Current guidance is found in Oregon State Statutes ORS [339.127](#) and ORS [339.133](#), Oregon Administrative Rule [581-21-0019](#), PPS Policy [4.10.040-P](#), and PPS Administrative Directive [4.10.090-AD](#).

**Q: Who decides how many children will be allowed to transfer from other districts into PPS?**

A: Each year the PPS Board of Education decides the number of new transfers allowed into PPS for children who live in other districts. They also decide priorities for accepting new transfer students.

The PPS Board of Education decided April 24, 2018 to allow the following new transfers into our district:

<b>Type of inter-district transfer</b>	<b>Maximum Number</b>	<b>Deadline to apply</b>
PPS students who moved to other districts in the past year and who are not in the highest grade of their current school	Unlimited	September 1
Siblings of students who have permission to remain enrolled in PPS next year	Unlimited	September 1
PPS students who live in other districts and are in the highest grade of their current school	75 slots Priority to students who have already received permission from their resident district to remain in PPS	June 15 If space remains after this date, applications will be accepted through September 1
All other requests	50 slots	June 15 If space remains after this date, applications will be accepted through September 1

**Q: Do students who move out of the district have to apply to remain in PPS?**

A: Yes, at the end of the current school year. Students who move between school districts over the summer or during the school year are allowed to remain in their current school to finish the year.



## Standard Inter-district Transfer Process Frequently Asked Questions: Requests to Enroll in PPS from Other Districts

---

Students who wish to continue in PPS after moving to another district must receive permission from both districts by the start of the next school year.

Example: Audrey is a 3<sup>rd</sup> grade student enrolled in Harrison Park School in the Portland Public School District. In November 2017 her family moved into the boundary of a different school district. Audrey may remain at Harrison Park for the rest of the school year. She can also stay at Harrison Park through 8<sup>th</sup> grade if her family applies for and receives permission from both PPS and their new home school district before the start of the coming school year. If they do not apply for or receive permission from either district, Audrey has to enroll at a school in her new home district for the next school year.

**Q: When will families who apply for transfer receive results?**

A: PPS decisions will be made beginning in mid-June.

**Q: What else do families need to do to obtain a transfer into PPS?**

Students approved into PPS must also receive permission to enroll from their home district. Each district has its own application, timeline and decision process. Please contact your resident district as soon as possible to make sure you apply on time to be considered for a release to PPS.

**Q: Do students approved to enroll in PPS have to re-apply each year?**

A: PPS gives permission for students to remain enrolled through the highest grade of their current school. After the highest grade a family has the option to re-apply to enroll in a school at the next level or to enroll in a school in their home district.

**Q: What other options are available for students who are not approved to transfer through the standard inter-district transfer process?**

A: Students who are not approved through the standard process may seek transfer through:

- Open Enrollment (applications are available in March. PPS usually offers Open Enrollment transfer to a very limited set of schools)
- By receiving an emergency hardship release, defined in ORS 581-21-0019 as “Emergency to protect the health, safety or welfare of the student” includes but is not limited to sexual assault, threats against a student’s life, or threats of imminent harm. The administrative regulation states that “Hardship” means any of the following:
  - (A) The student is impacted by a parent or guardian’s military deployment;
  - (B) The student is experiencing instability related to homelessness or foster care placement;
  - (C) The student has a documented medical condition that necessitates transfer;
  - (D) Death of a student’s parent;
  - (E) The student does not have access to safe and affordable childcare in the resident district; or
  - (F) The student is involved in a documented case of severe harassment, intimidation, bullying or cyberbullying.

**Q: How many students received or were denied permission to enroll in PPS from other districts last year?**

A: As shown in the table below, PPS approved 336 students through standard inter-district transfers and denied 105 requests.



Standard Inter-district Transfer Process Frequently Asked Questions:  
Requests to Enroll in PPS from Other Districts

2017-18 Inter-district transfer requests INTO PPS		
Decision	Reason	#
Approved	12th Grade	2
	Co-Enrolled Sibling	65
	Recent Move	177
	Other	92
	<b>Sub Total</b>	<b>336</b>
<b>Not Approved</b>	<b>Sub Total</b>	<b>105</b>
<b>Total Requests</b>		<b>441</b>

The “other” category above includes 52 students approved to remain in PPS and continue on to the next school level. There were an additional 160 students who had moved out of PPS in the past year who either chose to enroll in their new home districts (70) or who moved back in to PPS and therefore did not need inter-district agreements (90).

For more information go to <https://www.pps.net/Page/2343> or contact the Enrollment and Transfer Center at 503-916-3205 or [enrollment-office@pps.net](mailto:enrollment-office@pps.net).

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, 請以潘老師聯絡 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.*