

Portland Public Schools Inter-District Transfer Request Form

FOR REQUESTS TO TRANSFER OUT OF PORTLAND PUBLIC SCHOOL

If you live in the PPS district boundary but wish to have your child attend school in a different district, you must receive permission from both districts.

The PPS Board agreed to release all students with the following qualifications:

- Students who had a legal change of residence into the PPS district since the summer of 2018
- Students not yet enrolled in a district where their co-enrolled sibling(s) attends
- Students who have been attending a public charter school in a different district for at least three consecutive years and are completing the highest grade this year.

PPS resident students must also receive permission from their requested district before the start of the 2019-20 school year for the release to be valid. Releases to other districts remain in effect through 12th grade.

Applications must be received in the Enrollment and Transfer Center by September 1, 2019. In order to meet June 1 deadlines at other districts, submit your request by 5 pm May 24, 2019.

Students who do not meet the criteria above will not be released from PPS through the standard inter-district process. Click the following link to learn about state rules for emergency/hardship transfers <http://www.pps.net/cms/lib8/OR01913224/Centricity/Domain/182/Interdistrict%20Emergency-Hardship%20Transfers.pdf>

Contact the Enrollment and Transfer Center at 503-916-3205 or email enrollment-office@pps.net, if you have any questions.

Legal First Name _____ Legal Last Name _____

Date of Birth _____ Grade Next Year _____

Primary Phone Number of Parent/Guardian _____

Primary Email of Parent/Guardian _____

Parent/Guardian first and last name _____

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 _____

Requested District and school name _____

Continued on reverse

The Information Requested Below is Optional:

Name of school student currently attends _____

If you moved into PPS during the past year:

Former home address in requested school district _____

Date of move into PPS _____

Does student have at least one brother or sister currently enrolled in the requested school or program who will be attending school there next year? ___ Yes ___ No

If Yes: Co-enrolled Sibling First Name _____ Co-enrolled Sibling Last Name _____

Co-enrolled Sibling Grade Next Year ___

Has your student been enrolled in a Charter School in your requested district? ___ Yes ___ No

If Yes: Name of Charter School _____ Years of Enrollment _____

APPLICATION AGREEMENT

Please check the box below to indicate you understand that you are applying for a transfer out of Portland Public Schools. You must also receive permission from your requested district and enroll during the 2019-20 school year in order for the transfer to be complete. If both districts agree to the transfer, you will not have to seek release from PPS again in order for your child to remain at the approved school district. If approved, your child has the right to return to PPS at any time.

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.