

# NEW REFERRAL PROCESS FOR 2024-25 TRANSFERS

## DID YOU KNOW?

- Changing schools mid-year has been linked to student learning loss and should be avoided when possible.
- Most PPS schools and programs have **limited or no space** for new transfer students, particularly at middle and high schools.

**FOR THESE REASONS, MID-YEAR TRANSFERS MUST BEGIN WITH A CONSULTATION AND REFERRAL FROM A STUDENT'S CURRENT PPS SCHOOL.**

## THE FOLLOWING CONDITIONS QUALIFY FOR TRANSFER PRIORITY:

- Students requesting to break an existing transfer and enroll at their neighborhood school.
  - Note: Transfer application not required if a student is enrolling at their neighborhood school after attending a charter or alternative school
- Students with one or more siblings currently attending the requested school
- For Dual Language Immersion (DLI) programs, students who speak the program's target language at home and are not currently enrolled in a PPS DLI program
- Students who are experiencing housing instability or are referred through DHS
- Other verified extenuating circumstances

## HOW TO REQUEST A MID-YEAR TRANSFER:

- Connect with your current school counselor or administrator if you believe your child is experiencing a **serious hardship affecting their health, safety or educational development.**
  - They will discuss your concerns and work with you to identify ways to improve the situation.
- If you remain interested in school transfer, your current school staff will submit a referral on your behalf.
- Most requests will receive results from the Enrollment and Transfer Center within one to two weeks.
- Even students who qualify for transfer may not be approved if there are no transfer spaces at the requested schools. Alternative middle and high school transfer options may be available through Reconnection Services.
- *If your student is not currently enrolled in a PPS school please contact Enrollment and Transfer to schedule a consultation with a student placement specialist.*

## TRANSFERS FOR THE 2025-26 SCHOOL YEAR

Will be available online and at schools on the date listed below. Referrals are not needed for next school year transfers, only for immediate requests to change schools during the rest of this school year.

### MIDDLE & HIGH SCHOOL:

NOVEMBER 13, 2024 - DECEMBER 16, 2024

### ELEMENTARY SCHOOL & ACCESS ACADEMY:

FEBRUARY 12, 2025 - MARCH 12, 2025



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