TACOMA SCHOOL DISTRICT
FAMILY-INITIATED STUDENT TRANSFER AUTHORIZATION
(Regulation 3131R)

Student Name _____ Student No. _____ Birth Date _____

Student's Address _____
(Street) (City/State/Zip code) Phone No.

Current school _____ Requested school _____ Year: _____ Grade: _____

Please choose one reason below which best describes the reason for the transfer. Please understand that not all transfers are granted; staffing and program limitations may prevent the requested school from accepting your child.
__ to meet special program needs (i.e. special courses, programs, facilities, etc.)
__ to assist with a documented health condition
__ to change peer group relations, substantiated by both the family and the current school principal
__ to respond to a changing home situation (i.e. change of address, custody change, family hardship, etc.)
__ to accommodate family work schedule and resultant childcare needs for elementary school students only

Please note the following disclaimers:
- Transportation may be the responsibility of the family
- High school athletic eligibility may be impacted by this transfer
- Students who do not comply with the requested school's rules may be automatically transferred back to the current school, at the discretion of the requested school's principal

parent/guardian's name	**parent/guardian's signature**	**date**

Current School: _____	Requested School: _____
Date of meeting with family: _____	Date of meeting with family: _____
__ approved, effective date: _____	__ approved, effective date: _____
__ denied, due to impact on staffing or invalid reason	__ pending, with further conversations on _____
Principal name _____	__ denied, due to impact on staffing or invalid reason
Principal signature _____	Principal name _____
Date _____	Principal signature _____
	Date _____
	Circle one choice for each statement listed below: Transportation will/will not be provided Athletic eligibility will/will not be impacted
	Other: _____

Copies to family, current school, requested school, and student's cum file