

## Intra-district Permit Application 2023-24 School Year

For Toledo Public School Residents who would like a transfer to a school outside their residential home district.

- Please complete and return to school for processing. Replies on this request will be mailed to parents.
- Kindergarten requests may not be confirmed until after start of school year and Kindergarten classes stabilize

Student Name				ID	
Address				Zip	
Date of Birth		<input type="checkbox"/> Male <input type="checkbox"/> Female	<input type="checkbox"/> Afr-Amer. <input type="checkbox"/> Asian	<input type="checkbox"/> Caucasian <input type="checkbox"/> Hispanic	<input type="checkbox"/> Native Amer. <input type="checkbox"/> Multi-racial <input type="checkbox"/> Other
Custodial Parent Name					
If parent's address is different from student's address, please provide the parent's address:				Parent's phone number:	
	Home (Neighborhood) School:			Desired/Requested School:	
Grade Level for 2023-24 School Year:	Is student receiving special education services? <input type="checkbox"/> Yes <input type="checkbox"/> No			Special Education Category:	
Parent's initials indicate that you have read and understand each of the statements below. INITIALS ARE REQUIRED IN EACH BOX AFTER EVERY STATEMENT.					Parent's Initials: <i>Enter in each box below.</i>
If court custody papers are available and have not been submitted to the school/district, please finalize the process with school personnel and provide copies of outcome with this application.					
If student is a current resident within the boundaries of the Toledo District, the student must be enrolled and attending school for this request to be considered and processed.					
If student is a new resident or will be a kindergarten student in the <b>2023-2024</b> school year, registration with his/her home school is necessary before this request is considered and processed.					
<b>If this transfer is permitted, the parent is responsible for the transportation of the student to the school</b>					
If this transfer is permitted, my child will remain in the intra-district school for at least one (1) complete school year. Intra-district transfers will roll-over year to year, in the same building, unless the principal denies the renewal at the end of the school year.					
A transfer to another school may affect this student's eligibility to participate in sports. Athletic eligibility is to be determined by the director of athletics in conformity with regulations of the Ohio High School Athletic Association and Toledo City Athletic League.					
<b>Students must attend school regularly, arriving on time and arrangements for pick-up after school must be within an appropriate time frame. Students are expected to follow the Code of Conduct and the rules of the school. If a hearing is necessary, this child may be socially adjusted back to his/her home school at any time.</b>					
I authorize school officials to contact other individuals to verify data relative to this request.					
I understand that if this request is authorized, it must meet the conditions as specified in board policy.					
I understand copies of the intradistrict policy and policies concerning athletic eligibility are available through the principal's office and I am able to review them.					
I affirm that all information on this form is true as stated and falsification of any information will invalidate this request as well as revoke the existing permit.					
Signature of Custodial Parent					Date

<b>Reason for Transfer Request:</b> <input type="checkbox"/> Integration <input type="checkbox"/> Child Care Needs (Please Complete Certification Area Below) <input type="checkbox"/> Other Family Hardship (Please Attach Documents) <input type="checkbox"/> Medical Hardship (Please Attach Doctor's Note) <input type="checkbox"/> To Complete Final Year in Present School <input type="checkbox"/> To Complete Current Semester Only <input type="checkbox"/> Employment <input type="checkbox"/> Special Classes Not Available at Home School (Please State Class Desired)  <input type="checkbox"/> Other Reason: Please, attach documents and state reason: _____  <i>Requests for transfers due for social reasons must be recommended by the school administration and processed through the Pupil Personnel Centers.</i>	All applications require the recommendation of the requested school principal or the designated SAC supervisor first before being processed. This application may be completed using our internal online program to confirm and receive their decision for placement.  <b>School Principal Requested School</b>  I have reviewed this request and my recommendation, per Policy JECBD-R, is:  _____ _____ _____ _____ Signature _____ Date _____
<b>The deadline for this form is 07/01/2023</b> If you are applying after this date, please state the reason for the delay. <input type="checkbox"/> Residency Change Date _____ <input type="checkbox"/> Custody Change <input type="checkbox"/> New Job for parent <input type="checkbox"/> Childcare provider changed <input type="checkbox"/> Other (Please state) _____	<b>School Assistance Center (SAC)</b> <b>ONLY if special needs student</b> I have reviewed this request and my recommendation, per Policy JECBD-R, is:  _____ _____ _____ Signature _____ Date _____
<b>Certification of Childcare</b> I provide child-care services on a regular basis for _____  I understand that it is my responsibility to notify the school if this arrangement ends.  _____ Childcare Provider's Signature      Phone  _____ Address      Date  Days and hours of childcare	<b>TPS use only</b> Date Received by School  <div style="background-color: black; height: 100px; width: 100%;"></div>
<b>All applications are reviewed by the desired/requested school principal. Applications can be denied based on <u>space</u>, <u>behavior</u> or <u>attendance</u>.</b>  You <b>DO NOT</b> have to fill out a new application every year. Only if you are moving from Elementary to High School will a new application be needed.  Each year the principal will review all current out of district students within their building to determine if the student will be allowed to remain for the following year. If your application must be denied for the above mentioned reasons, you will be given notice no later than <b>July 2023</b> .	