

Glendale Unified School District
Student Support Services

EMPLOYMENT RELATED TRANSFER REQUEST K-8
2008-2009

- To Glendale
 From Glendale

Is student under current expulsion order from another school district (Ed.Code §48915.1 b)?

- No Yes

Please print clearly

- REVERIFICATION NEW

Student's Last Name First Name Middle Name Birth Date Grade for 2008-09

Address Apt.# City Zip Phone Number

School and District of Residence

School and District Requesting

1). Is student in Special Education or have a 504 Plan? Yes, Special Education Yes, 504 Plan

2). If student is in Special Education, which program(s) and/or service(s) is (are) provided?

- General Education RSP DIS SDC Special Center NPS NPA

Family Information: lives with Father Mother Step-Father Step-Mother Other _____

Father's Name

Mother's Name

Home Address

Home Address

Phone

Numbers

Home

Work

Cell

Home

Work

Cell

Brother(s)/Sister(s) 18 years old and under:

Name

Grade for 2008-2009

Name

Grade for 2008-2009

Employment Verification: (Both parents must be employed.)

Father's Name

Mother's Name

Co. Name (Father)

Co. Name (Mother)

Co. Address

Co. Phone Number

Co. Address

Co. Phone Number

Parent Agreement: I understand that satisfactory behavior, attendance, and grades are required. If, in the opinion of the site administrator, the student's conduct is below acceptable standards, the student will be returned to the school of his/her parent(s) residence. *Permits are subject to cancellation at any time during the school year if enrollment exceeds maximum class size.*

I certify that the above information is true and complete. I also certify that I will be available to school personnel as necessary for emergencies, discipline problems, and parent conferences. I also understand that **this permit is valid only for the school year in which it is issued.**

Signature of Parent/Guardian _____ Date _____

- FOR DISTRICT USE ONLY -

Action Taken:

Student I.D. Number _____

Approved Pursuant to Education Code §48204 (f)

Denied Reason for this determination is as follows: _____

Signature of Authorized School Official _____ Date _____

Documentation to be Provided by Parents:

- Permit/release from District or residence.
- Employment verification letter for both parents from employer's personnel office and a current paycheck stub, or business license if self-employed.
- If elementary school student – last report card
- If secondary school student - transcript
- If Special Education student, current IEP.

**Please Note the Following Glendale Unified School District
Administrative Regulation and Board Policy that Apply to Interdistrict Permits:**

- In cases when the invalid address is discovered, the student's eligibility to remain in the school of enrollment is terminated immediately. (AR 5116.1 A.2d)
- Students on Interdistrict Permits would be removed on a last in, first out, basis to allow for a new enrolling student who has residence within the neighborhood attendance area. (BP 5115 B.5)