



Student's Name: _____
(First) (Last)

PUPIL TRANSFER APPLICATION FOR SCHOOL YEAR 2017-18
Elementary Schools Grades Kindergarten to 5
Application Period: Feb. 1 to April 18, 2017, by 4 p.m.

A separate application is required for each school or program for which you are applying.

Please check off the requested school or program, and turn in to the requested location.

Area and Countywide School:

- Arlington Traditional
- Campbell

Drew Model:

- Montessori Program
- Graded Program

English/Spanish Immersion School:

- Claremont
- Key

Note: School bus transportation is provided to eligible students for the schools and programs listed above.

Other Sibling Transfers:

Requested School:

Note: Due to significant increase in enrollment and capacity limitations, Neighborhood Elementary Schools may not accept non-sibling transfers for SY 2017.

Arlington Public Schools does not provide school bus transportation for transfers from one neighborhood school to another neighborhood school.

Please refer to Policy APS SBP 25-2.1 and 25-2.2.

Print clearly or type all information.

1. Student's Name: _____
(First) (Last)
2. Gender: Male _____ Female _____ Current Grade: _____
3. Child's age by Sept. 30: _____ Date of Birth: _____ (M/D/Y)
4. List the grade for which you are applying: _____
5. Home Address: _____
6. Parent/Guardian Name: _____
Day Phone: _____ Evening Phone: _____
Cell Phone: _____ Email: _____
7. Parent/Guardian Name: _____
Day Phone: _____ Evening Phone: _____
Cell Phone: _____ Email: _____
8. What is the elementary neighborhood school boundary zone in which you live? _____
9. If the student is currently attending an Arlington Public School, please indicate school: _____
10. Name of sibling(s) attending the requested school (if applicable): _____ Grade: _____
11. Please check the program(s) in which the student is currently enrolled. This information will be used for data collection purposes only. It will not be used in any way to make admission decisions.
Special Education _____ Occupational Therapy _____ Montessori _____ ESOL _____
Physical Therapy _____ Speech Therapy _____ Other _____
12. If the first language of the student is not English, what is his/her first language: _____
13. Please check the U.S. Civil Rights classification for the student applying for admission. This information will be used for data purposes only. It will not be used in any way to make admission decisions.
Please answer both questions.
A.) Ethnicity (Choose one): Hispanic/Latino _____ Not Hispanic/Latino _____
B.) Race (Choose one or more, regardless of Ethnicity):
American Indian or Alaskan Native _____ Asian _____ Black or African American _____
Native Hawaiian or Other Pacific Islander _____ White _____
14. I verify that this information is correct. If the information provided is found to be incorrect through verification, I understand that the student's application will be invalid.
Signature of Parent/Guardian: _____

For Requested School Only—Office Use Only

Date Received: _____ Received by: _____

Selection number: _____ Wait list: _____

Admitted: _____ NOT Admitted: _____

Reason: _____

Approval Signature: _____

School Board Policy on Pupil Transfers

Transfers from one neighborhood school to another are permitted within the Arlington Public Schools on a space-available basis. Each receiving neighborhood school is limited to five percent of its entire population as transfer students. This five-percent limit does not apply, however, to schools identified by the School Board as countywide schools or programs for which students from the entire County may apply. For further details and information, please refer to School Board Policy 25-2.2 available on the APS website at www.apsva.us.

Each year the Superintendent identifies schools not available for transfers due to capacity limitations. The list is available on the web at www.apsva.us/schooloptions.

Due to significant increase in enrollment and capacity limitations:

- Neighborhood Elementary Schools may not accept non-sibling transfers for SY 2017;
- Team Schools: Arlington Science Focus, Jamestown, and Taylor may not accept non-sibling transfers;
- Barrett may not accept non-sibling transfers.

Program Options

The School Board adopted timeframe to apply to Elementary school options for SY 2017-18 is Feb. 1 to April 18, 2017.

A Pupil Transfer Application must be submitted when applying to Countywide Schools and Programs, or when applying to another neighborhood school.

Application Process

To apply for a transfer, parents/guardians must:

1. Fill out a Pupil Transfer Application form.
Pupil Transfer Application forms are available at all elementary schools, the APS website at www.apsva.us/schooloptions, or the Department of School and Community Relations (1426 N. Quincy St).
2. Turn in the completed Pupil Transfer Application form to the school to which you are applying, by the application deadline, April 15, 2017, by 4 p.m.

If the transfer is approved, the family will be notified by mail and the student will be permitted to start at the requested school at the beginning of the following school year. If more students apply to a particular school than there are spaces available, a random lottery will be conducted.

School Information Sessions

- All Arlington elementary schools schedule school information sessions to provide parents an opportunity to visit the schools, meet the principals, tour the buildings, and get a general sense of the personalities of each of the schools.
- Parents/guardians of students who will be entering elementary school are encouraged to attend a School Information session; no RSVP required.
- A schedule for school information sessions are available on the APS Web site at www.apsva.us/schooloptions, or by calling 703-228-7667.

Transportation

The school system does not provide school bus transportation for transfers from one neighborhood school to another. School bus transportation is provided for students in Area and Countywide schools or programs, as well as their home/neighborhood school, to eligible students who live more than one mile away from the school.