



School Received Stamp

**NON-RESIDENT STUDENTS
ATTENDANCE AREA TRANSFER APPLICATION**

ASD Board Policy No. 3141
(for students who live out-of-district and wish to attend a school in the Auburn School District)

2023-2024 SCHOOL YEAR

Renewal New Change of Address

PLEASE NOTE: Alpac ES, Dick Scobee ES, Evergreen Heights ES, Washington ES, Cascade MS, Mt. Baker MS, Olympic MS, Rainier MS, and Auburn Riverside HS are closed to new transfer requests by the Auburn School Board.

Name of Student (Last, First, Middle): _____
Resident Address (Street, City, State, Zipcode): _____
Mailing Address: _____ Email Address: _____
Contact Phone Number: _____ 23/24 Grade: _____ Date of Birth: _____
School Requested: _____ Resident District: _____
Last School Attended: _____ Phone: _____

REASON FOR REQUEST:

HEALTH CONDITION – Describe briefly: _____
EDUCATIONAL PROGRAM – Course(s) name: _____
EMPLOYMENT (parent or student works in the area): _____
DAYCARE – Childcare/Daycare address: _____
HARDSHIP – Describe briefly: _____
OTHER – Describe briefly: _____

Is your student currently receiving special education services? Yes ___ No ___ 504 Plan? Yes ___ No ___
If yes, approval is required by the Director of Special Education at Student Special Services. If you are new to Auburn and the records are from another district, you must attach your student’s current special education evaluation and IEP or 504 Plan.

Has your student been expelled or long-term suspended? Yes ___ No ___ This application may be denied if the non-resident student has a history of convictions, violent or disruptive behavior, gang membership, OR has been expelled or suspended from school for more than ten consecutive days.

NOTE: Student behavior that results in out-of-school suspensions or expulsion; ongoing truancy, excessive absences, or lack of academic progress, may result in the denial or cancellation of a waiver agreement.

- The following conditions will apply:**
- If last school was not in the Auburn School District, attach a copy of current year academic, discipline and attendance records.
 - A Release of Attendance from resident school district **MUST** be provided and submitted with this waiver application.
 - It is the responsibility of the parent/guardian to provide transportation for their student.
 - High school students who are granted a non-resident waiver are not eligible to participate in varsity athletics for one year after being enrolled in their new school.
 - Waiver transfers may only take place at the beginning of a grading period and must be renewed annually.

NOTE: Transfer requests shall be considered upon availability of space at the requested school. Requests received at the start of the school year may be held for up to 2 weeks after the first day of school to monitor enrollment capacity.

Parent/Guardian Signature _____ Print Name _____ Date _____

SCHOOL USE ONLY

Principal Recommendation: _____ **Comment:** _____
 YES NO **Principal Signature:** _____ **Date:** _____

DISTRICT USE ONLY

APPROVED DENIED **Date:** _____

Signature of Assistant Superintendent or Director of Special Education

If you believe that the school board policy has not been followed, you have the right to appeal. Please call 253-931-4712. For students receiving special education or 504 services, contact Student Special Services at 253-931-4927.