

**IN-PARISH SCHOOL ZONE TRANSFER REQUEST
ST. LANDRY PARISH SCHOOL BOARD
2018-2019**

Date _____

Name of student requesting a transfer _____

Date of Birth _____ Sex _____ Grade _____

School requesting transfer to _____

School in which student is zoned _____

Name of parent(s) or guardian(s) _____

Phone number(s) where you can be reached:

Home _____ Work _____ Cell _____

Physical Address _____

City _____ State _____ Zip Code _____

Mailing Address _____

City _____ State _____ Zip Code _____

Is this student presently receiving Special Education Services?

Yes _____ No _____ If yes, student is: _____ 504 _____ 1508

Reason(s) for requesting transfer: _____

NOTE: Transportation must be provided by the parent/guardian

Parent/Legal Guardian Signature

Form must be hand carried to the: St. Landry Parish School Board
Supervisor of Child Welfare and Attendance
1013 Creswell Lane
Opelousas, LA 70570

FOR SCHOOL BOARD USE ONLY

Action taken: Request denied _____ Request granted _____ Date: _____

Superintendent's Signature

Supervisor of Child Welfare and Attendance



St. Landry Parish School Board

1013 East Creswell Lane
P.O. Box 310
Opelousas, LA 70571
Phone: 337-948-3657
Website: www.slp.k12.la.us

Patrick D. Jenkins,
Superintendent

NOTICE TO PARENTS/GUARDIANS

Dear Parent(s)/Guardian:

A student's parent/legal guardian may apply for a transfer from his/her residential attendance zone to another grade-level appropriate school in the St. Landry Parish School System. Forms may be acquired from the office or the school board.

The following criteria is set forth:

1. An In-Parish School Zone Transfer Request form must be completed. (Specific reasons justifying the request must be stated on the request)
2. Supplemental information and/or documentation supporting your request may be requested.
3. You must provide transportation.
4. You **MUST HAND CARRY** the **Transfer Form** to the St. Landry Parish School Board's Census Department. **DO NOT MAIL, FAX OR DROP OFF. You will be asked to sign in verifying receipt of your request.**
5. **Once your request is approved, your child will be required to attend that school for the entire 2018-2019 school session.**

If approval is granted, it is for the 2018-2019 school session only. A new request must be submitted for each subsequent school year.

All forms must be received by the Child Welfare and Attendance/Census Department **no later than May 31, 2018.**

If you have any questions, please feel free to contact the Child Welfare and Attendance/Census Department at 948-3657 ext. 10260.

Approved:

Patrick D. Jenkins, Superintendent
St. Landry Parish Schools

Jerome D. Robinson, Supervisor
Child Welfare and Attendance/Census

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