

HIGHLINE PUBLIC SCHOOLS

Language Learning Department

15675 Ambaum Blvd. SW
Burien, WA 98166

Dual Language Request

For transfer to a Dual Language School from a Partner School

SCHOOL YEAR TO BECOME EFFECTIVE _____ GRADE WHEN TRANSFER IS TO BECOME EFFECTIVE _____

STUDENT NAME _____ GENDER _____ DATE OF BIRTH _____

PARENT/GUARDIAN NAME _____

ADDRESS _____ CITY _____ ZIP _____

HOME/CELL PHONE (include area code) _____ WORK PHONE (include area code) _____

IS THIS A SPECIAL EDUCATION (IEP) STUDENT? YES _____ NO _____

IS THIS AN ENGLISH LANGUAGE LEARNER (ELL) STUDENT? YES _____ NO _____

NEIGHBORHOOD SCHOOL: _____ CURRENT GRADE: _____

REQUESTED SCHOOL: _____

DUAL LANGUAGE TRANSFER REQUEST ACKNOWLEDGEMENT

_____ I have received information about the Dual Language program and understand its structure.

_____ I understand full proficiency in Spanish and English will take 5-7 years to attain.

_____ I understand that continuous enrollment in the Dual Language program will best support my child's bilingual skills.

_____ I understand that students may be selected by lottery if transfer space is limited.

Signature of Parent/Guardian

Date received: _____ Date Processed: _____

Office Staff – Mark enrollment as Special Program Transfer

COMMENTS _____

GENERAL DUAL LANGUAGE PROCEDURES

Families of students entering Beverly Park, Bow Lake, Cedarhurst, Parkside and Shorewood Elementary attendance areas may request enrollment at their Dual Language Partner School that offers a school-wide dual language program for their child's grade level per district policy/procedure 3132/3132P.

- Student must first enroll at the neighborhood school. A Dual Language request form must be completed by the parent(s)/guardians of the student requesting the Dual Language Partner School within five (5) business days after submitting the enrollment paperwork.
 - The Partner Dual Language schools are:
 - Beverly Park to Hilltop
 - Bow Lake to Madrona
 - Cedarhurst to Hazel Valley
 - Parkside to Midway
 - Shorewood to Mount View
- The neighborhood school will submit the Dual Language request form to Student Placement to process.
 - Dual Language request forms will be processed based on space available. If necessary, a lottery will be conducted.
- Transportation will be provided on an as-needed basis.

INSTRUCTIONS FOR COMPLETING DUAL LANGUAGE REQUEST FORM

Complete requested Student and Parent Information including current address and phone number.

Indicate if the student qualifies for Special Education or ELL Services.

Dual Language Transfer Request Acknowledgement:

- Check that you have received information about the Dual Language program and understand its structure.
- Check that you understand that full proficiency in Spanish and English will take 5-7 years to attain.
- Check that you understand that continuous enrollment in the Dual Language Program will best support your child's bilingual skills.
- Check that you understand that limited transfer space is available, and students may be selected by lottery.

Signature of Parent/Guardian required.

Submit Form to your neighborhood school.