



Magnet and Neighborhood Transfer Information/Instructions for Summer Window

Thank you for choosing Tulsa Public Schools for your family! This document is designed to give you an overview of the processes for both magnet and neighborhood transfers. You can find additional information on the Tulsa Public Schools website: tulsaschools.org/transfer.

To apply for a transfer applications for the 2019-2020 school year, a parent/guardian **must submit the application online** at tulsaschools.org/transfer. For access to a computer or assistance, please visit the Tulsa Public Schools Enrollment Center.

Dates

Apply to a neighborhood school	July 1-17, 2019 by 4 pm
Apply to selected magnet schools	July 1-17, 2019 by 4 pm
Submit required documents for magnet schools	No later than July 17, 2019 by 4 pm

Application Guidelines

- Students may apply for one magnet school and two neighborhood schools.
- You must submit online applications and required documents by the deadlines to be eligible for consideration. The online system will notify you via email when the application has been submitted. If you do not have access to email, please call 918-746-6138.
- Before we can process the application, you must submit required documents or deliverables. You can upload and attach the guardian’s ID and proof of residency or hand deliver them to the Enrollment Center. All other documents must be delivered to the Enrollment Center no later than 4 pm on July 17, 2019.
- All applicants to a criteria based school must provide grades and attendance from both semesters of the 2017-2018 school year and the first semester of the 2018-2019 school year, as well as standardized test scores for math and reading from the Spring of 2018 and/or Fall of 2018.

Out-of-District Applicants

Please visit with Jill Blackwelder at the Enrollment Center if you live out of district and have questions.

- For general questions about transfers or applications email TPSTransfers@tulsaschools.org

INFORMATION FOR MAGNET TRANSFERS

SCHOOL	TYPE	DOCUMENTS/DELIVERABLES	PROCESS
Carver Middle Edison Middle BTW High Edison High TEAM @ Memorial High	Criteria-based magnet	<ul style="list-style-type: none"> • Proof of address & guardian Photo ID • Birth Certificate & immunizations record if not currently enrolled in TPS • Attendance (1st semester of current year and both semesters of last year) • Grades (1st semester of current year and both semesters of last year) • Test scores (Most current national normed test or previous year OSTP) 	<ul style="list-style-type: none"> ○ Selection committee process ○ <u>BTW & Carver are taking applications from students who have moved into Tulsa since January, 2019 and live in Quadrants 1 or 2.</u> ○ Entry Level: 6 & 9 ○ Qualified applicants will be ranked by the score sheets. Available seats will be offered starting with the top ranked student. Once all seats are filled, remaining qualified applicants will be placed on the waiting list in order of the rankings.

Dual Language Academy Thoreau Demonstration	Lottery magnet	<ul style="list-style-type: none"> • Proof of address & guardian Photo ID • Birth Certificate & immunization record if not currently enrolled in TPS • Proof of school tour for Dual Language. If you are unable to take a tour, please contact Jill @ 918-746-6138. 	<ul style="list-style-type: none"> ○ Electronic selection process by quadrant ○ Entry Level: PreK & K (4 & 5 years old by Sept. 1, 2019) and 6th grade
Rogers Early College High	Lottery Magnet	<ul style="list-style-type: none"> • Proof of address & guardian Photo ID • Birth Certificate & immunization record if not currently enrolled in TPS • Applicants for grades 8-12 must meet college readiness standards on a state assessment or nationally normed test from the Spring or Fall of 2018 to participate in the process * 	<ul style="list-style-type: none"> ○ Electronic selection process by quadrant ○ Entry level 9.

INFORMATION FOR NEIGHBORHOOD TRANSFERS

SCHOOL	DOCUMENTATION	PROCESS
All schools except the following magnet schools: <ul style="list-style-type: none"> • Elementary Dual Language Academy Eisenhower International School Mayo Demonstration Academy (PreK only) Zarrow International School • Middle/ Junior high school Carver Middle School Rogers College Junior High Thoreau Demonstration School • High Schools Rogers College High School Washington High School 	<ul style="list-style-type: none"> • Guardian state issued ID • Guardian's proof of residency • Birth Certificate & immunization record if not currently enrolled in TPS 	<ul style="list-style-type: none"> • Student may submit applications to two neighborhood schools. Applicants should rank schools in order of preference. • The district determines available spaces for transfers using capacity, forecast, and allocations. • We use an electronic selection process to select students for each grade with space available. • We will notify applicants by email whether they are approved for a transfer or if they are placed on a waiting list.

If you have questions, please contact us:

- For general questions about transfers or applications email TPSTransfers@tulsaschools.org

Please Note:

Guardians must have a valid email account to set up their online application dashboard. We use this email for all communications regarding the applications, selection to a school, accepting a seat and waitlist status. If you do not have access to email, please call 918-746-6138.

If the student has attended Tulsa Public Schools, it is very helpful to have their student ID number (lunch number) for the application process. If you do not have their ID number, please email tpstransfers@tulsaschools.org for assistance.