



GILROY UNIFIED SCHOOL DISTRICT
Enrollment Center

7810 Arroyo Circle, Gilroy, California 95020
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 www.gilroyunified.org

SUPERINTENDENT
 Dr. Deborah A. Flores, Ph.D.

BOARD OF EDUCATION
 Enrique Diaz ♦ B.C. Doyle ♦ Tuyen Fiack ♦ Mark Good
 Anisha Munshi ♦ James E. Pace ♦ Linda Piceno

2020-2021
Intra-District Transfer Request
 (Submit to District Office Only)

Student and Parent / Guardian Information				
Student Last Name			Parent / Guardian	
Student First Name			Residence Address	
Date of Birth				
Special Services?	IEP	504	Phone Number	
	<input type="checkbox"/>	<input type="checkbox"/>	Email	
Current School of Attendance			School Requested	
Grade Level in 2020-2021 School				
Reason(s) for the Request				
<i>Please check one or more of the reasons for request listed below. Please attach supporting documentation if required.</i>				
GUSD Open Enrollment Priorities				
<input type="checkbox"/> Parent/Guardian is an employee at school requested (20+ hours per week) <input type="checkbox"/> Sibling(s) attending school requested (name of sibling REQUIRED): _____				
School Preference(s)				
<input type="checkbox"/> Childcare/Transportation <input type="checkbox"/> Already attending school <input type="checkbox"/> Other (attach separate document stating reason for transfer request)				
Signature of Parent/Guardian:			Date:	
Please note the following regarding our Transfer Request process: <ul style="list-style-type: none"> • <u>INCOMPLETE APPLICATIONS MAY NOT BE PROCESSED.</u> • Intradistrict transfer requests are accepted between December 31st and April 1st for the following school year, and approvals are subject to student enrollment and available space. • Transfer requests for elementary schools will be processed by the end of the second week of the 2020-2021 school year. • The District retains the right to maintain appropriate balances among schools. • Although we try to keep siblings together when possible, approval of one sibling does not guarantee approval of subsequent sibling transfer requests. • Approved intra-district transfer requests automatically renew each year. • Approved intra-district transfer requests remain in effect until the student finishes the last grade for the school requested. • Transportation will be not provided under this request. • Student <u>must</u> be currently enrolled, attending school and have a verified address on file for consideration. 				
District Office Use Only				
Decision	Approved	Denied	Signature	
	<input type="checkbox"/>	<input type="checkbox"/>		
Wait List	Yes	No	Reason	
	<input type="checkbox"/>	<input type="checkbox"/>		