

INDEPENDENT SCHOOL DISTRICT 196  
Rosemount-Apple Valley-Eagan Public Schools  
*Educating our students to reach their full potential*

Series Number 502.2P Adopted August 1999 Revised April 2009

Title Attendance Priorities for Transfer Students

1. **Overview** – This procedure is to be used to implement the attendance priorities described in Policy 502, Student Transfers.
2. **Selection Process**
  - 2.1 Transfers are permitted into schools, regardless of enrollment, for intradistrict daycare for elementary school students (k-5), continued enrollment of 11<sup>th</sup> and 12<sup>th</sup> grade students, and intent to establish residency for k-12 students.
  - 2.2 Transfers will be accepted into schools with available space in the priority order listed below, with all transfers involving District 196 residents (intradistrict) taking priority over all transfers involving students who live outside District 196 (interdistrict), except for transfers referred to in section 4.1 below.
  - 2.3 Intradistrict applications received by the application deadline will be rank ordered using a random selection process. Applications may remain rank ordered from one school year to the next for the same level (i.e. elementary, middle and high). Applications are approved as space becomes available. Applications that arrive after the deadline are considered on a case-by-case basis.
  - 2.4 The priorities below apply between schools within the same level (elementary to elementary, middle to middle or high to high) not between schools from one level to the next (elementary to middle or middle to high).
3. **First Priority: Intradistrict Transfers** – The priorities below are for students who live in District 196. Once a student has been accepted into a school outside of his or her attendance area, they may remain at the school through that level (e.g., elementary students are accepted through grade 5, middle school students through grade 8 and high school students through grade 12) except for daycare transfers, which are considered on a yearly basis.
  - 3.1 Permitted Transfers
    - 3.1.1 High school students who have been attending a District 196 high school (because they live in the attendance area of that high school or through an approved transfer), who qualify to continue to attend that high school through the state law on continued enrollment of 11<sup>th</sup> and 12<sup>th</sup> grade students. See Regulation 502.4.8AR, Student Transfers: Continued Enrollment of 11<sup>th</sup> and 12<sup>th</sup> Grade Students.
    - 3.1.2 Elementary school students (grades k-5) who live in one attendance area but are receiving daycare in the attendance area of another school. See Regulation 502.4.4AR, Student Transfers: Daycare for Students in Grades K-5.
    - 3.1.3 K-12 students whose parents intend to change residency from one school attendance area to another and who have filed the appropriate application and documents with the district. See Regulation 502.4.5AR, Student Transfers: Intent to Establish Residency.

- 3.2 Restricted Transfers – All applications are considered in the following order:
  - 3.2.1 K-12 students affected by school attendance area changes made by the school district who want to continue to attend the school they have been attending as limited by the School Board at the time the boundary changes are made.
  - 3.2.2 Siblings of k-12 students described in section 3.2.1 above will be approved on a space available basis.
  - 3.2.3 K-12 students who apply on a space available basis must apply by January 5 for the following school year and will be rank ordered using a random selection process. Applications received after January 5 will be processed based on the order in which they are received.
    - 3.2.3.1 High school applicants cannot apply for transfer prior to the 8<sup>th</sup> grade year; middle school applicants cannot apply for transfer prior to the 5<sup>th</sup> grade year, and elementary school transfer applicants cannot apply for transfer until they turn four years of age.
4. **Second Priority: Interdistrict Transfers** – The priorities below are for students who live outside of District 196.
  - 4.1 Permitted Transfers
    - 4.1.1 High school students who have been attending a District 196 high school, who qualify to continue to attend that high school through the state law on continued enrollment of 11<sup>th</sup> and 12<sup>th</sup> grade students. See Regulation 502.4.8AR, Student Transfers: Continued Enrollment of 11<sup>th</sup> and 12<sup>th</sup> Grade Students.
    - 4.1.2 K-12 students whose parents intend to change residency from outside District 196 into District 196, and who have filed the appropriate application and documents with the District 196 student information supervisor. See Regulation 502.4.5AR, Student Transfers: Intent to Establish Residency.
    - 4.1.3 K-12 students who are in the district through the state enrollment options program and want to continue to attend the school they have been attending.
  - 4.2 Restricted Transfers – All applications are considered on a space available basis.