

2019-20 Intra-District Transfer Process: What You Need to Know

What is an intra-district transfer?

An intra-district transfer (IDT) request is a request to attend a different school than the school that a student's address is currently directed toward. Olentangy Local Schools offers the IDT process to families annually.

Where do I find the intra-district transfer form?

The IDT form for the 2019-20 school year may be found on the district website (www.olentangy.k12.oh.us) under For Parents then Forms – District & Athletes, beginning January 7, 2019.

When may I submit my form and when will I know the result?

IDT forms for high and middle school will be available beginning January 7. Elementary forms are due by May 24, 2019. Middle and High School forms are due by Feb. 4, 2019. Forms will be reviewed after the deadline.

Is the transfer awarded on a first-come, first-serve basis?

All forms will be reviewed at the same time. The time of submission does not impact the decision. Decisions will be made by Olentangy's administrative team based on enrollment projections and staffing needs, keeping in mind we are not interested in any building being over-capacity.

If the transfer is granted, what does a parent need to know?

Anyone granted an intra-district transfer must provide their own transportation for their child. Additionally, at the high school level, any student athlete will be ineligible to participate in any sport(s) for one academic year. Middle school athletic participation is not impacted.

How long is the transfer valid?

High school transfers are valid for the duration of the time the student is in the high school. Middle and elementary transfers are valid for one year only. A new form must be completed the following year.

If my child has an IEP, is he or she guaranteed an intra-district transfer?

Each Olentangy Local School provides services for students on an IEP. A student with an IEP does not mean they will automatically be granted an intra-district transfer.

Who makes the decision?

Olentangy Local School District administrators at the district and building level will examine transfer requests and make the determination together. Once again, decisions will be based on enrollment projections and staffing needs.