

**LOMPOC UNIFIED SCHOOL DISTRICT
INTRA-DISTRICT TRANSFER APPLICATION
2023-2024**

TRANSPORTATION WILL NOT BE PROVIDED BY LUSD

District Office Use Only	<input type="checkbox"/> TRFY
Date Received: _____	
<input type="checkbox"/> Special Ed Approved _____	
<input type="checkbox"/> Waiting List: _____	
<input type="checkbox"/> Approved By: _____	
<input type="checkbox"/> Denied By: _____	
Date: _____	
<input type="checkbox"/> Approval/Denial Letter Mailed: _____	

Submit this application to Central Attendance, Lompoc Unified School District (LUSD), 1301 North A Street, Lompoc, California 93436, or FAX: (805) 742-2079, email: warfield.trish@lUSD.org. Applications must be submitted between December 1, 2022 and January 15, 2023 in order to be included in the lottery for the next year's placement. If you have questions, please call LUSD Central Attendance at: (805) 742-3244.

Please Note: If your student is currently attending school on an approved Intra-District Transfer Application and will be remaining at the same school for the 2023-2024 school year, you do not need to complete this form.

Please complete a separate form for each child in your family for whom you are requesting a transfer.

Student's Name _____	Grade 2023-24 School Year _____
Last	First
Address _____	City _____ ZIP _____
Street	
Birthdate _____	
School of Residence _____	School Now Attending or Last Attended _____
School of Desired Attendance <input type="checkbox"/> Approved _____	<input type="checkbox"/> Approved _____
CHOICE #1	CHOICE #2
• Does student have a sibling attending the School of Desired Attendance? _____	
	Sibling's Current Grade _____
• Is the student receiving special education services (on an IEP)?	<input type="checkbox"/> No <input type="checkbox"/> Yes
• Is the student receiving Section 504 accommodations?	<input type="checkbox"/> No <input type="checkbox"/> Yes
Reason for Request: _____	

STATEMENT

The District follows an open enrollment policy regulated by space availability. We have developed a random, unbiased process for student lottery selection. No student will be displaced within their attendance area (Education Code 35160.5(c) and Board Policy 5116.1). The District reserves the right until October 1st to transfer a student back to the school of residence if enrollment within the attendance area exceeds available classroom space.

PROCEDURE

Parent/Guardian must submit a completed application to Central Attendance at the Lompoc Unified School District office.

- Applications for intra-district transfer received by January 15, 2023 shall be eligible to participate in their school of desired attendance lottery.
- A lottery drawing may be held to establish approval of the application, should applications exceed space available.
- Parent/Guardian will be notified of lottery results by mail.
- Applications received after January 15, 2023 will be placed on a waiting list, and may or may not be considered for admission. (Secondary Schools: Applications received on/or after the 1st day of school will be considered for the spring semester.)
- Approval for intra-district transfers must remain in place until the end of school year unless special circumstances exist which must be approved by the Administrator of Pupil Support Services.
- A student approved for an intra-district transfer shall abide by all school rules and procedures. Students may be transferred back to their home school of residence for reasons of unsatisfactory attendance, continual tardiness, failure of the parent to make adequate transportation arrangements, unsatisfactory behavior or citizenship, ceasing participation within a "specialized" school program.
- Parents of student athletes should contact the Athletic Director for information on CIF regulations.
- Deadline to rescind any application previously submitted and approved is May 31, 2023.

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Parent/Guardian Name _____ Email: _____
 Print Parent/Guardian Name

Phone (Home/Cell) _____ (Work) _____

Parent/Guardian Signature **X** _____ Date _____