

Chisago Lakes ISD #2144  
**IN-DISTRICT TRANSFER APPLICATION**  
**KINDERGARTEN ONLY**

SCHOOL YEAR: \_\_\_\_\_

Please return this form to the **Superintendent's Office**  
**no later than April 1<sup>st</sup>.**

Chisago Lakes Schools, ISD #2144  
 13750 Lake Blvd.  
 Lake Park, MN 55045

**Parent/Guardian Section**

Under the provisions of the In-District Transfer Policy adopted by the Board of Education, I hereby request that the child listed below be permitted to attend District 2144 elementary school(s).

**Please Print:**

Child's Legal Name:	Attendance Area In Which You Live:	School Requested:
---------------------	------------------------------------	-------------------

I HEREBY CERTIFY THAT I AM NOT DEPENDENT UPON DISTRICT TRANSPORTATION TO REACH THE SCHOOL REQUESTED. *(Signature is necessary before approval can be granted.)*

Please Print Parent/Guardian Name	Signature of Parent/Guardian	Date

Address	City	Home Phone	Work Phone <i>(include area code)</i>

Independent School District 2144 allows students to attend a school other than the one serving their attendance area under the following conditions:

1. A written application must be submitted to the Superintendent's Office by April 1<sup>st</sup>.
2. The approval of each request will depend upon adequate space at the requested elementary school, as well as economical and educationally sound staffing arrangements.
3. In addition, daycare factors will be taken into account.
4. District transportation may be utilized as long as the district incurs no additional cost and a bus stop for the student is an existing stop or can be assigned to an existing route.
5. Parents will be notified prior to Kindergarten Round-Up.

**OFFICE USE ONLY**

\_\_\_\_\_ The above request is APPROVED.

\_\_\_\_\_ The above request is NOT APPROVED.  
 Reason (if not approved): \_\_\_\_\_

\_\_\_\_\_  
 Signature of Principal

cc: *Principal of School in Attendance Area*  
*Superintendent*