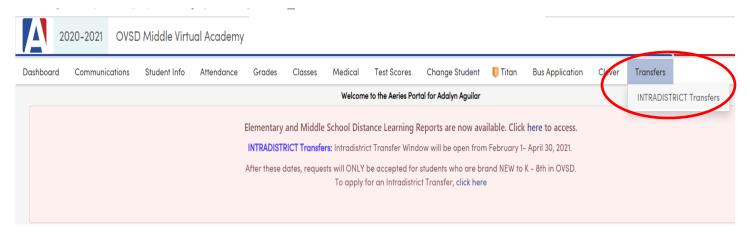
# Steps to Submit an Intradistrict Transfer

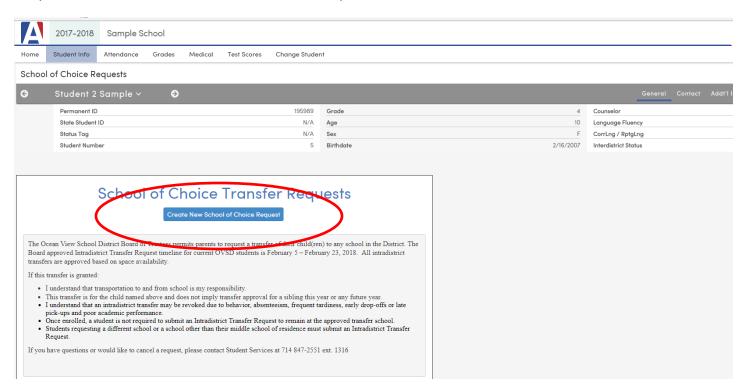
### Step 1. Log into your Parent Portal account through portal.ovsd.org

#### Step 2. Click on the link to apply for an Intradistrict Transfer at the top



#### Step 3. Read through the information

### Step 4. Click on "Create New School of Choice Request"



## Step 5. Select the correct school year for the transfer request

## Step 6. Answer the remaining questions (there is no option to leave a comment)

# **School of Choice Transfer Requests**

The Original American	
	ees permits parents to request a transfer of their child(ren) to any school in the District. The imeline for current OVSD students is February 5 – February 23, 2018. All intradistrict ty.
If this transfer is granted:	
I understand that an intradistrict transfer n pick-ups and poor academic performance.     Once enrolled, a student is not required to	and does not imply transfer approval for a sibling this year or any future year.  nay be revoked due to behavior, absenteeism, frequent tardiness, early drop-offs or late
If you have questions or would like to cancel a r	request, please contact Student Services at 714 847-2551 ext. 1316
Application Fields	
Transfer Type:*	<b>v</b>
Student Grade Next Year:*	Intradistrict Transfer 2017-18 Intradistrict Transfer 2018-19
Student Grade Next Year:*  1st School Choice:*	
	Intradistrict Transfer 2018–19
1st School Choice:*	Intradistrict Transfer 2018-19
1st School Choice:*  2nd School Choice:	Intradistrict Transfer 2018-19

Step 7. Click "Save" (An instant message will appear on your screen as soon as it is saved. An email confirmation will be sent to your email within the hour of submitting your request

