



St. Mary Parish Public Schools

EXTRAORDINARY HARDSHIP TRANSFER REQUEST

BASED ON FEDERAL DESEGREGATION STUDENT ASSIGNMENT OBLIGATIONS, A HARDSHIP TRANSFER MUST BE DUE TO AN EXTRAORDINARY CIRCUMSTANCE THAT RELATES DIRECTLY TO THE STUDENT.

- Transfers are considered based on the individual hardship details and documentation provided.
- Transportation is the responsibility of the parent/legal guardian.
- This transfer must be requested annually.
- Facility capacity of the requested school is a consideration.

➔ CONSIDERATION FOR A HARDSHIP IS BASED ON A YES RESPONSE TO ALL THE FOLLOWING THREE QUESTIONS:

- YES NO Is this circumstance unforeseeable, unavoidable, and uncorrectable on behalf of the student?
- YES NO Is this circumstance unique to this student?
- YES NO Is this circumstance documented?

➔ REASON REQUESTED SCHOOL CAN BETTER ACCOMMODATE STUDENT THAN RESIDENTIALLY ZONED SCHOOL:

➔ STUDENT INFORMATION

STUDENT'S NAME	RACE	GRADE	DOB
PARENT/LEGAL GUARDIAN'S NAME	PHONE		
PHYSICAL ADDRESS			
MAILING ADDRESS			
RESIDENTIALLY ZONED SCHOOL	REQUESTED SCHOOL		

➔ PARENT/LEGAL GUARDIAN'S SIGNATURE _____ DATE _____

**SUBMIT COMPLETED FORMS BY MAY 1, 2024, TO MR. KENNETH HOLMES, CWA SUPERVISOR
P.O. BOX 170, CENTERVILLE, LA, 70522-0170 OR KHOLMES@STMARYK12.NET**

CENTRAL OFFICE USE ONLY		
APPROVED <input type="checkbox"/> YES <input type="checkbox"/> NO	CWA SIGNATURE	DATE