| Merchantville Board of Education<br>130 South Centre Street<br>Merchantville, NJ 08109 | File Code : 5119<br>Proposed : 07/14/2009<br>Adopted : 08/11/2009<br>Revised : 04/25/2017<br>Reviewed : 06/03/2024 |
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# Transfers

General

All transfers into the schools of the district shall be in accord with file code 5111 Admission. Students transferring into the district are expected to present copies of records from the previously attended school (or district) to aid in placement. Also required are proof of immunizations and proof of identity.

Parents/guardians of pupils or adult pupils transferring from the district shall notify the principal in a timely manner of their intention to leave the district.

Student records shall be transferred between chief school administrators within the time frame prescribed by law.

The chief school administrator shall ensure that the district complies with all requirements of federal law and the state department of education. He/she shall prepare regulations to implement this policy.

**Key Word:** Transfers

Legal References

- N.J.S.A. 18A 7B-12: Determination of district of residence
- N.J.S.A. 18A 36-19a Student records
- N.J.S.A. 18A 36-25.1 Certified copy of birth certificate required for enrollment in school, records
- N.J.S.A. 18A 36B-14 et seq. Interdistrict Public School Choice Program
- N.J.S.A. 18A 38-8 Duty to receive pupils from other districts
- N.J.A.C. 6A 12-3.2 Criteria to guide the Commissioner's approval of choice program applications
- N.J.A.C. 6A 23A-19.2 Method of determining the district of residence
- N.J.A.C. 6A 32-8.2 School enrollment
- 20 U.S.C. 6301 et seq Every Student Succeeds Act (Formerly NCLB)
- Unsafe School Choice Option Policy, New Jersey Department of Education, June 30, 2003

Cross References

- 5111 - Sample Policy: Admission
- 5125 - Sample Policy: Student Records
- 5131 - Sample Policy: Conduct and Discipline
- 5131.5 - Sample Policy: Vandalism Violence
- 5141. 3 - Sample Policy: Health Exams, Immunizations

NJSBA File Date: 05/06