WILLOUGHBY-EASTLAKE INTRADISTRICT TRANSFER
APPLICATION HIGH SCHOOL

Student ID:_____

Date of Application: _____ School Year: _____

Student Name: _____
(Last) (First) (Middle)

Parent/Guardian Name: _____ Phone No: _____

Address of Parent/Guardian: _____

Home School:_____Grade Level_____

Current School: _____Grade Level_____

Requested School: _____Grade Level_____

Is the student currently in a special education program? _____Yes _____No

Does the student participate in athletics? _____Yes _____No

According to OHSAA Bylaw 4-7-4, eligibility can only be transferred for the following four reasons: ***1)*** *The parent(s) or legal custodian of the student have made a bona fide move from one attendance zone into a new attendance zone within the school district and such move entitles the student to attend another district high school* ***OR 2)*** *There has been a court-ordered change of legal custody from one individual to another individual living within a new attendance zone within the school district and the student shall live with the new custodian in the new attendance zone* ***OR 3)*** *The school closes or there was a mistake made in the student's initial placement* ***OR 4)*** *The student is a child with a disability whose program as prescribed by the student's I.E.P. has been changed to another high school.* ***Such transfers are eligible only after approval by the Commissioner's office.*** **If the four above reasons do not apply** and the student transfers after the fifth day of the student's ninth grade year or after having established eligibility prior to the start of school by playing in a contest (scrimmage, preview or regular season/tournament contest), **the student will be ineligible for one year from the date of enrollment in the school to which the student transferred.**

The deadline to submit your applications is July 1. Parents of high school students will be notified of their application status by the end of July. Approved applications for high school students will be for the duration of their high school career.

In the space provided below, please give a statement of the reason you wish to enroll your child in a different school:

_____

_____

_____

Transportation becomes the responsibility of the parent.

Parent/Guardian Signature: _____

Return this form to: Current school of attendance

Office Use Only:_____Accepted _____Rejected

Reason for Rejection: _____

Date of Parent Notification: _____ Signature of Official: _____

Revised 01/28/2025