

**2008-2009**  
**Harrison County Schools**  
**Application for Student Transfer to Another School**

Student's Name \_\_\_\_\_

Student's Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Grade in during the 2008-09 school year \_\_\_\_\_

Parent/Guardian's Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_ Phone \_\_\_\_\_

Transfer From \_\_\_\_\_ Transfer To \_\_\_\_\_  
 (Home School and County) (School and County)

School attended last school year (2007-08) \_\_\_\_\_

Reason for Request \_\_\_\_\_

Parent/Guardian: How many other children do you have? \_\_\_\_\_ What are their ages? \_\_\_\_\_

What school or facility do they attend, if any? \_\_\_\_\_

As per WV State Code (Law), 18-5-16A, regarding transfer requests involving two counties, both Boards of Education must approve transfers of non-resident students. Harrison County Schools will not assume responsibility for transportation and/or expenses relating to this transfer.

For transfers within Harrison County, please return this application to the principal of the school your child presently attends. For transfer into Harrison County, the form should be forwarded to the school you wish your child to attend. In each case, the principal will sign and date it and forward it for processing.

All transfers are approved contingent on good behavior, faithful attendance, academic achievement and must be in compliance with state pupil/teacher ratio. Transfers remain in effect unless rescinded by parent, principal or Harrison County Board of Education. **Renewal of transfer is required annually.**

Eligibility for all extra-curricular activities is governed by the West Virginia Secondary Schools Activity Commission.

Signature of Parent/Guardian \_\_\_\_\_ Date \_\_\_\_\_

**\*\*\* FOR OFFICE USE ONLY \*\*\***

Approval \_\_\_\_\_ Denial/Reason \_\_\_\_\_

Principal's Name Printed \_\_\_\_\_ School Name \_\_\_\_\_ Principal's Signature \_\_\_\_\_ Date \_\_\_\_\_

Approval \_\_\_\_\_ Denial/Reason \_\_\_\_\_

Principal's Name Printed \_\_\_\_\_ School Name \_\_\_\_\_ Principal's Signature \_\_\_\_\_ Date \_\_\_\_\_

**\*\*\* BOTH PRINCIPALS MUST SIGN FORM BEFORE SENDING TO THE COUNTY OFFICE \*\*\***