



# Person County Schools

## 2019-2020 Application for Student Transfer or Release - Due May 17, 2019

\*Helena, North End, Oak Lane, and Stories Creek Elementary Schools are currently projected to exceed capacity and will not be options for reassignment

**PRINT** Full Name of Student \_\_\_\_\_ Grade \_\_\_\_\_ for \_\_\_\_\_ School Year.

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Male \_\_\_\_ Female \_\_\_\_ **Proof of legal guardianship and residence may be required.**

Parent/Legal Guardian \_\_\_\_\_ Day Time Phone \_\_\_\_\_

Address: \_\_\_\_\_  
911 Address City State Zip

Mailing address if mail received at Post Office: \_\_\_\_\_  
P. O. Box City State Zip

Is this address OUTSIDE Person County? YES \_\_\_\_ NO \_\_\_\_ \*If YES, you may owe tuition. A tuition notice will be mailed to you in July with ½ payment due August 15 and January 15. Once your application to PCS is approved, obtain a release from within your resident county and forward a copy to Jarrod Dennis at the address below.

Is either parent employed by Person County Schools? YES \_\_\_\_ NO \_\_\_\_  
If YES, list name as printed on paycheck, work site and position. \_\_\_\_\_

Does this student receive any special services or classes? YES \_\_\_\_ NO \_\_\_\_  
If YES, please list \_\_\_\_\_

**This request is:** \_\_\_\_ New \_\_\_\_ Annual Renewal

**Check Reason for Request:** \_\_\_\_ Intradistrict (transfer from one school to another within Person County Schools)  
\_\_\_\_ Continuation of current assignment for remainder of school year due to move  
\_\_\_\_ Release from Person County to attend school in another county

I request to release/transfer my child to _____ School in _____ County. My child is assigned to attend _____ School (according to school assignment by address.)
<b>Reason for Request: (only for new requests)</b>

My signature verifies that I understand Board Policy [4150 School Assignment](#)/[4151 Application for Reassignment](#) and that the information on this form is accurate. I also understand that:  
1) Parent/Guardian is responsible for transportation.  
2) Permission is granted for one academic year only and must be renewed annually.  
3) Any transfer request that is approved based upon false or misleading information will be declared void and the transfer will be rescinded.  
4) Students receiving an approved transfer and attending a school other than the school specified by the location of their legal residence must maintain good standing as determined by the principal of the school to which they have received a transfer. Providing a five (5) day written notice, the principal may revoke an approved transfer if a student has continuing discipline, attendance, tardy, or other disruptive issues.

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

**RETURN COMPLETED FORM TO:** Jarrod Dennis, Deputy Superintendent  
Person County Schools, 304 S. Morgan Street, Rm. 25, Roxboro, NC 27573  
Email: dennisj@person.k12.nc.us FAX: 336-599-0844 Phone: 336-599-2191; ext. 22151

APPROVED ____ Charge Tuition ____ No ____ Yes*
DENIED ____ Reason for Denial _____
Deputy Superintendent _____ Date _____
Copy: Assigned School ____ Requested School ____ Parent ____ BOE ____