Waterloo Region District School Board

IS-25-OOB-S

OUT OF BOUNDARY STUDENT TRANSFER REQUEST (SECONDARY)

Date of Request	
Name of Sending School	
Student Legal Surname	
Student Legal First Name	
Student Preferred Surname Name	
Student Preferred First Name	
Student Preferred Pronouns	
Student Date of Birth	
Address	
Telephone	
Name of Caregiver/Family/Parent	
School Being Requested	School Requested
Requested Start Date	
Current Registration Status (please check one that applies)	☐ Regular Day School ☐ Alternative Program ☐ Not Currently Attending School

Reason for Request	☐ Student has moved into the area (Proof of address supplied) ☐ Parent/legal guardian/student request to attend out of boundary ☐ Wish to enroll in a board-designated specialized program: ☐ ESL ☐ Fast Forward (include application) ☐ Other ☐ Other Compelling Reasons - Please explain below:
Forms To Be Attached	☐ Credit Counselling Summary ☐ Attendance Profile ☐ Specialist High Skills Major Record
Completed By:	

Admin Use Only:

Sending Principal's Signature	
Date of Response	
Decision by Receiving School	☐ Accepted ☐ Denied ☐ More Information Required - Please contact the Administrator of the receiving school.
Details of Decision	
Receiving Principal Name	
Receiving Principal Signature	

Schools will coordinate communication of the acceptance and registration process to students and caregivers/families/parents/guardians as part of this process.

Transfer students may be ineligible to participate in interschool sports. Please refer to criteria listed in the OFSAA transfer policy in conjunction with the Department Head of Physical Education of the receiving school to determine transfer eligibility.