



# MASCOUTAH

COMMUNITY UNIT SCHOOL DISTRICT 19

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## Request for Attendance Center Transfer

| Student Name | Grade* | Home Attendance Center       |                              |                              | Request Building Transfer To |                              |                              |
|--------------|--------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|------------------------------|
| 1 _____      | _____  | <input type="checkbox"/> MES | <input type="checkbox"/> SES | <input type="checkbox"/> WES | <input type="checkbox"/> MES | <input type="checkbox"/> SES | <input type="checkbox"/> WES |
| 2 _____      | _____  | <input type="checkbox"/> MES | <input type="checkbox"/> SES | <input type="checkbox"/> WES | <input type="checkbox"/> MES | <input type="checkbox"/> SES | <input type="checkbox"/> WES |
| 3 _____      | _____  | <input type="checkbox"/> MES | <input type="checkbox"/> SES | <input type="checkbox"/> WES | <input type="checkbox"/> MES | <input type="checkbox"/> SES | <input type="checkbox"/> WES |
| 4 _____      | _____  | <input type="checkbox"/> MES | <input type="checkbox"/> SES | <input type="checkbox"/> WES | <input type="checkbox"/> MES | <input type="checkbox"/> SES | <input type="checkbox"/> WES |

\*The grade level that the student will be on the requested transfer day.

Date of Request: \_\_\_\_\_ For School Year: \_\_\_\_\_

Reason for Request:

Parent Name: \_\_\_\_\_ Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Parent Address: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

*I understand I am responsible for transportation. I realize my student must remain a student in good standing. Discipline issues could result in denial of this transfer request.*

\_\_\_\_\_  
 Parent/Guardian Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Receiving Principal Review

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Superintendent or Designee Approval

\_\_\_\_\_  
 Date

*Provide excellence in learning by engaging Every Student, Every Day*