

# Learning For Life!

## STUDENT TRANSFER PROCESS FOR SEPTEMBER 2017 NOTICE TO PARENTS OF STUDENTS IN SCHOOL DISTRICT NO. 57

A student transfer to another school in the district may be requested as outlined below.

- All transfer applications must be made using the electronic form available at **www.sd57.bc.ca**. Application details are available on the website and are also available at the general office of any district school.
- **The online application process begins at 9:00 am on February 8th and will end at 3:00 p.m. on March 3rd and can be made from any computer with Internet access.**
- A time and date is automatically assigned to each application received. Applications will be considered in order of receipt. Staff at district schools are available to assist you with the online system during the application process.
- Once a transfer is granted, the student must not return to the catchment area school for at least one school year.
- Parents wishing the return of their child to the previous school must make application under this policy.
- Parents are responsible for transportation to and from the school they are applying to.
- All transfers will be effective September 2017.

For more information please refer to:

Policy 5119 – School Catchment Areas, Registration and Student Transfers available at **www.sd57.bc.ca** or at the general office of any district school.

### CENTRAL ADMINISTRATION OFFICE

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