GILMER COUNTY SCHOOLS **POLICY #5118.1**
Student Transfer Request – Out of County

Ref. WV State Code 18-5-16 (b) Transfers between counties; legislative findings. (1) Transfers of students from one county to another may be made by the county board of the county in which the student desiring to be transferred resides. The transfer shall be subject to the approval of both the board of the county in which the student resides and the board to which the student wishes to be transferred.

TO BE COMPLETED BY PARENT/GUARDIAN

Parent/Guardian Name_____School Year_____/_____
Address_____
City_____State_____Zip_____Phone_____

Name of child/children (include last name)

Name:	Grade:	Birth date:
Name:	Grade:	Birth date:
Name:	Grade:	Birth date:
Name:	Grade:	Birth date:

I would like to make the following transfer request for the student(s) listed above. (check one)

___Transfer student(s) **from** Gilmer Schools to _____County Schools.
___Transfer student(s) **to** _____from _____County Schools.
(Name of Gilmer County School)
Reason for transfer request (be specific):_____
_____
_____

_____ _____
Parent/Guardian Signature Date

TO BE COMPLETED BY SCHOOL PRINCIPAL

As Principal of _____School, I Approve/Disapprove this student transfer request. (circle one)

My decision is based on:_____
_____
_____

_____ _____
Principal's Signature Date

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Approved/Disapprove _____ _____
Superintendent's Signature Date

Recommended to Board of Education:
Date_____ Approved Disapproved