COMPLIANCE OFFICE
JEFFERSON PARISH PUBLIC SCHOOL SYSTEM
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ISAAC G. JOSEPH
SUPERINTENDENT

GRETCHEN A. WILLIAMS
EXECUTIVE DIRECTOR
COMPLIANCE OFFICE

2017-2018 OPTION TO STAY TRANSFER REQUEST

Alexander Elementary School - Students Entering 5th Grade

Deadline to Submit Request: July 7, 2017

Name of Student _____ **Grade Entering** _____
First **Middle** **Last**

Parent/Legal Guardian _____ **Phone: (Home)** _____ **(Cell)** _____

Address _____
(NUMBER AND STREET) **(APARTMENT NUMBER)** **(CITY)** **(ZIP)**

The information requested below is required to provide demographics of student enrollment to the Compliance Office.

All transfer requests must be signed and may be sent to the Compliance Office via: fax, hand delivery or U.S.P.S. prior to the deadline. You will be notified of the status of your transfer request via email or U.S.P.S. Please provide your email address below:

_____
e-mail address

Criteria for Option to Stay Transfer

Students entering 5th Grade, their terminal grade, for 2017-2018 and would otherwise be assigned to the Audubon 2017-2018 attendance zone, shall be afforded an *Option to Stay,* to be exercised on or before July 7, 2017 to continue enrollment in their 2016-2017 school through completion of the 2017-2018 school year.

Transportation to and from Alexander shall be the responsibility of the parent/guardian of the transferring student.

REQUEST

My child attended **Alexander** as a 4th grader during the 2016-2017 school year and I am requesting that s/he remain at the school during his/her terminal or fifth (5th) grade year in the 2017-2018 school year. I understand that transportation to and from school shall be my responsibility.

_____ _____ _____
Name of Requested School **Parent's/Guardian's Signature** **Date Submitted**

Approved: _____ **Denied:** _____ _____

2017-2018 Assigned School

_____
Compliance Officer **Date** **Rev. 05/17/gw**