

WEST COVINA UNIFIED SCHOOL DISTRICT
 1717 W. Merced Ave., West Covina, CA 91790 (626) 939-4600
INTRA-DISTRICT ATTENDANCE PERMIT APPLICATION

(For student transfers between schools within the West Covina Unified School District)

YOU MAY EMAIL THE COMPLETED FORM TO THE PRINCIPAL OF YOUR SCHOOL OF RESIDENCE, OR MAIL THE FORM TO THE OFFICE OF STUDENT SERVICES AT THE ADDRESS ABOVE

For School Year _____ - _____	[] 1 st and/or [] 2 nd Semester	[] New	[] Renewal
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Student _____ Transfer Grade _____ Age _____ Birthdate _____

Address _____ City _____ Zip Code _____

Parent's Name _____ Phone _____ Work Phone _____

RELEASING/RESIDENCE SCHOOL _____

REQUESTED SCHOOL _____

Reason for Request: Continue in Same School _____ Other (please explain) _____

- [] Currently enrolled in or receiving services:
- | | |
|---|--|
| _____ Adaptive Physical Education (APE) | _____ Gifted and Talented Education (GATE) |
| _____ Special Education (IEP) | _____ English Learner Program |
| _____ Special Physical Health Care | _____ Speech/Language Services |
| _____ Section 504 Plan | _____ Other: _____ |

1. This permit expires at the end of the current school year. A new application must be submitted annually.
2. Parent assumes all responsibility for transportation.
3. A student on permit must maintain satisfactory attendance (including arrival and departure), behavior, and academic progress.
4. A permit may be revoked or cancelled if the above conditions are not met or when space is no longer available.

Note: Voluntary transferees to Coronado High School may only be considered for return to West Covina or Edgewood High School at the beginning of a semester.

Parent Signature _____ Print Parent Name _____ Date _____

<u>ACTION BY RELEASING/RESIDENCE SCHOOL</u>	<u>ACTION BY DIRECTOR OF STUDENT SERVICES</u>
[] RECOMMENDED Terms _____	[] RECOMMENDED Terms _____
[] NOT RECOMMENDED Reason _____ _____	[] NOT RECOMMENDED Reason _____ _____
_____ Administrative Signature Date	_____ Administrative Signature Date