

Controlled Open Enrollment Transfer Request

TO: Superintendent of Schools
 District School Board of Madison County
 210 NE Duval Avenue
 Madison, FL 32340

Phone: (850) 973-5022
 Fax: (850) 973-5027

Applications for the upcoming school term are accepted beginning March 1st and must be received prior to the close of business (4:00 p.m.) on the last day of the current school year. (MCSB Policy 5121)

Applications for the school year currently in progress shall be processed only for conditions which likely will enhance a student's academic achievement or to satisfy a legal requirement but not for schools that are at or over capacity.

Student Name	Age	Grade	Current School	1 st Choice Of Schools	Alternate Choice Of Schools

Please check if student meets any of the following qualifications (Documentation is required):

- Dependent child of active duty military personnel whose move resulted from military orders;
- Relocated due to foster care placement in a different school zone;
- Moved due to a court-ordered change in custody due to separation or divorce or serious illness or death of a custodial parent

Reason for Request:

Please note that transportation WILL NOT BE PROVIDED by the district.

Parent/Guardian _____
 Mailing Address: _____
 Phone: _____

Signature: _____
 City, State, ZIP _____
 Date: _____

For School District Use Only

Lottery Number(s) Assigned: _____ Date Lottery Held: _____

Approved Denied

 Shirley Joseph
 Superintendent of Schools

 Date