

INTRADISTRICT TRANSFER PROCEDURES

2010-2011

Intradistrict applications will be available beginning **October 1** at the District Office in Student Services, Wing D, James W. Dent Education Center, 1936 Carlotta Drive, Concord, CA 94519.

Completed applications for grades 1-12 must be submitted between October 1 and January 15, for the following school year. No applications will be accepted after the January 15th deadline.

The following schools have been designated by the Mt. Diablo Unified School District Board of Education as **“Impacted”** for 2009-2010: **Meadow Homes Elementary and College Park High School**. Intradistrict Transfers are NOT accepted for **“Impacted”** schools. **Impacted Schools for 2010-2011 will be determined by the School Board in October.**

A student may only apply for one transfer during a school year. If a student has applied for an Intradistrict Transfer, then a subsequent NCLB Transfer will not be accepted. If a student has applied for a NCLB Transfer, then a subsequent Intradistrict Transfer will not be accepted. NCLB School Choice Applications are accepted from students whose residence school for 2010-2011 would be:

Elementary Schools

Bel Air

Cambridge

Fair Oaks

Meadow Homes

Rio Vista

Shore Acres

Ygnacio Valley

Middle Schools

Glenbrook

Oak Grove

Riverview

PROCEDURES

- Intradistrict Transfer applications are to be completed, signed by parent and submitted by mail or in person to the Student Services Office, James W. Dent Education Center, 1936 Carlotta Drive, Concord, 94519.
- When more requests are received than there is space available to attend a specific school, the Student Services Office will conduct a public lottery among the applicants to fill any vacancies that may exist. The lottery is to be held on February 12th and parents will be notified by April 15 for 6th-12th grades and August 16 for K-5th grades of approval or denial of transfer request.
- **Incoming Kindergarteners:** Intradistrict Transfer applications for incoming kindergarteners may be requested on or after the student is registered at his/her school of residence on kindergarten registration day, February 2, 2010. These applications should be submitted no later than February 27.
- Once enrolled, the transfer is in effect through the 5th grade for elementary, 8th grade for middle school and through 12th grade for the high schools. Students in **5th grade and 8th grade** who wish to apply for an Intradistrict Transfer to a middle or high school **other than their school of residence** must apply for a new Intradistrict Transfer for the next grade level.
- ***PLEASE NOTE: Students on Intradistrict Transfers can be displaced prior to September 15 of each school year by students who reside in the school’s attendance area. (BP & AR 5116.1)**
- **Monte Gardens and Sequoia Elementary Schools and Cornerstone Family School** have a separate admissions process. Please contact those schools directly to be placed on a waiting list.