

Current SMFCSD Student Transfer Request Process for 2021-2022

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Transfer Requests



- The online transfer request form will become available on the District website at **12:00 pm (noon) on Monday, January 11, 2021.**
- Parents/guardians may request up to two (2) schools of choice.
- All transfer requests received by the deadline of **12:00 pm (noon) on Friday, January 29, 2021** will be entered into the transfer request lottery.
- Transfer request status emails will be sent out by the end of the business day on **Friday, February 26, 2021.**

Transfer Requests



When entering the transfer requests:

You may apply to two schools only. Please rank your choices in order of preference #1 and #2. DO NOT INCLUDE YOUR SCHOOL OF ASSIGNMENT AS ONE OF YOUR CHOICES.

* School #1 - Select -

School #2 - Select -

- Select the schools in order of preference--the choices are weighted in the lottery.
- *Do not select the school of assignment based on address of residence as one of the choices.*
- A 2nd school choice is not required.
- You will receive an email confirming that the transfer request was *submitted*.

Transfer Requests



- **Plan to attend the school of assignment based on address of residence unless you receive communication that the transfer has been granted.**
 - E-mail communication
 - Check the spam folder
- **IMPORTANT: transfer requests are granted only if there is room in the school and grade level requested.**
- **All transfer requests expire on the day before the first day of school. Transfers will not be granted after that day.**

Transfer Request Process FYIs



- **A transfer request is not a school registration and is not a guarantee of enrollment.**
- Parents/guardians will be contacted by the Enrollment Department **only if** the transfer request has been granted.
- Transfer requests submitted after the transfer lottery deadline are automatically added to the transfer request waitlist in the order received
- The last day to request a transfer for the 2021-2022 school year is 10 school days before the first day of school.

Transfer Request Process FYIs



- **District-wide magnet programs** *fill only by transfer requests--they do not have an assigned attendance area*
 - Parkside Montessori (TK-6)
 - College Park Mandarin Immersion (K-5)
 - Fiesta Gardens International School (K-5)
 - North Shoreview Montessori (K-8)
 - Bayside Academy Mandarin Program (6-8)
 - Abbott Middle School Spanish Immersion Program (6-8)
- **Neighborhood schools** have an assigned attendance area, which means they fill first with new student registrations

Transfer Request Process FYIs



- Transfer requests are ***requests***, not guarantees of enrollment
- We do not predict the odds/chances of a transfer being granted
- E-mail communication is sent only to offer a transfer; there are *no updates sent during the year regarding transfer request status*
- Transfer request priorities are available on the [District website](#)

Review



January 11 –
January 29,
2021

- **Transfer Lottery Window**

- Transfer requests submitted by the deadline of 12:00 pm (noon) on Friday, January 29, 2021 will be entered into the school/program lottery.
- Transfer requests received after the lottery deadline will automatically be added to the transfer request list in the order received.

February 26,
2021

- **Transfer Lottery Request Notification Email** sent by the end of the business day to families that requested a transfer by the Jan. 29 deadline.

School Information



- Visit the [school's website](#) to learn more about the school/program
- There are no in-person school information meetings this year

Who to Contact



- For specific questions about the **school site**:
 - Check the school website
 - Contact the school site directly
- For questions about the **transfer request process**:
 - Check the [Registration/Enrollment & Transfer](#) pages on the District website
 - Contact the Enrollment Department

Visit the SMFCSD Website



www.smfcSD.net →

Registration / Enrollment & Transfers →

Transfer Request Process

School Registration & Transfer FAQs

Or contact the Student Services Department at (650) 312-7345