

**Pulaski County Schools**  
**TRANSFER REQUEST APPLICATION**

**Date of Request:** \_\_\_\_\_

Student: \_\_\_\_\_

Current age: \_\_\_\_\_ Birthday: \_\_\_\_\_

Parent(s) / Guardian(s): \_\_\_\_\_

Actual residence address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
(If Different from above  
\_\_\_\_\_

Home Phone: \_\_\_\_\_ Work Phone \_\_\_\_\_

School assigned to attend \_\_\_\_\_ Grade \_\_\_\_\_

School currently attending \_\_\_\_\_ Grade \_\_\_\_\_

*I, parent/guardian of the student named above, request that he/she be transferred to  
\_\_\_\_\_ School, such transfer to take effect by (date) \_\_\_\_\_*

*Reasons for requested transfer:* \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*[If transfer is approved, parents assume responsibility for all transportation arrangements to and from school. If the student presents a significant attendance or discipline problem, he/she may be transferred back to original school at any time.]*

Signed (parents/guardians) \_\_\_\_\_  
\_\_\_\_\_

Principal Recommendation: \_\_\_\_\_ APPROVED \_\_\_\_\_ DENIED

Comments: \_\_\_\_\_

-----Superintendent's Office Use Only-----

\_\_\_\_\_ Transfer Approved \_\_\_\_\_

\_\_\_\_\_ Transfer Denied \_\_\_\_\_