



**REQUEST FOR SCHOOL PLACEMENT  
NEW STUDENT**

Office Use Only

<b>Sibling</b>	
<b>Student DOB (Birth Cert)</b>	
<b>IEP/504</b>	
<b>Read/Math180</b>	
<b>English Learner</b>	
<b>Medical Need</b>	
<b>Proof of address</b>	
<b>Proof of immunization</b>	
<b>Initials</b>	

Date/Time Stamp

This form is to be completed to identify the school you wish your child to attend. Number your choices from 1 – 5, with 1 being your first choice. We are a single attendance area school district and students may be placed at any school site based on space availability, a waiting list and other requirements. Return the completed form to a school office with the enrollment packet. Should your child not be placed at your first choice, you may choose to place him/her on the transfer request list.

**Please print information clearly and return this form to the school office or district office**

Student Last Name	Student First Name	Present Grade (2023-24)	Ripon Elementary # below	Ripona Elementary # below	Weston Elementary # below	Colony Oak Elementary # below	Park View Elementary # below

If **more** than one child is listed please check one of the following:

**transfer my children only if they can be transferred at the same time**

**transfer my children one at a time**

**Please read this important information:**

Students are assigned to a school based on the District’s school placement policy. Students are placed based on the date and time the completed registration is received at the school site. New students that move into Ripon Unified School District schools after September 30<sup>th</sup> will receive "temporary" placements for the current school year. Parents/guardians of new enrollees will be notified that a school site change is probable for the subsequent school year. After September 30<sup>th</sup>, new students may move into classrooms that have current requests on the transfer list. The transfer list requests will take priority over these temporary placements in the following year. New enrollees are recommended to complete paperwork to be placed on the transfer list for their school of choice.

Students not placed at the school of choice may be put on a transfer list. If the transfer opportunity becomes available after the school year has begun, the district will contact the family and offer the transfer. If the transfer is declined, the student will be dropped from the transfer list. No transfers are made after September.

Parents can remove their child from the transfer list by calling the District Office (599-2131) and having the child’s name removed from the transfer list before the opening becomes available.

I have read and understand the mandatory transfer policy.

\_\_\_\_\_  
Parent Signature Date

\_\_\_\_\_  
Parent Name (please print)

\_\_\_\_\_  
Street City State Zip Code

\_\_\_\_\_  
Home Telephone Work Telephone Cell Telephone