



1705 Lay Dam Road
Clanton, AL 35045

Transfer Request form for Certified/Non-Certified Personnel

Note: This form, in addition to the online application, must have the signature of your immediate supervisor/principal and be submitted to the superintendent or designee before your transfer is considered.

I am an employee in accordance with The Code of Alabama and wish to be considered for a transfer from _____
(School/Work Site)

to _____ as _____.
(School/Work Site) (Position)

Employee's Signature

Date

Supervisor's/Principal's Signature

Date

For Central Office Use Only	
Date Received:	_____
Received By:	_____
Job Requisition Number:	_____