



## In-District Transfer Application Form Deadline: January 15, 2024

Assigned Resident School \_\_\_\_\_ Requested Transfer School \_\_\_\_\_

Next School Year Grade Level - **Check one below: This application expires when selected grade level is complete. A new application will be required for (Elementary to Middle School or Middle School to High School).**

Elementary (K-5)

Middle School (6-8)

High School (9-12)

\_\_\_\_\_  
Student Name (Last, First, M.I.)

\_\_\_\_\_  
Student Birthdate

\_\_\_\_\_  
2023-2024 Grade

\_\_\_\_\_  
2024-2025 Grade

\_\_\_\_\_  
Parent/Guardian Address

\_\_\_\_\_  
City/Zip Code

\_\_\_\_\_  
Parent/Guardian Email

\_\_\_\_\_  
Parent/Guardian (Last, First, M.I.)

\_\_\_\_\_  
Home Phone

\_\_\_\_\_  
Cell Phone

I have other children already enrolled in the requested school. Name(s)/Grade(s) \_\_\_\_\_

I am a staff member at Anoka-Hennepin. Building assignment \_\_\_\_\_

*For program planning purposes only. These questions are not used for determining application approval.*

Current Special Educaiton Serivces (IEP)? \_\_\_\_Yes \_\_\_\_No    Current English Second Language Services (ESL)? \_\_\_\_Yes \_\_\_\_No

**Parent/Legal Guardian Signature** \_\_\_\_\_

**Due Date:** Applications must be received by Applications and Connection Services no later than January 15, 2024.

- Results will be communicated by February 15, 2024 for the first lottery Round.
- Parents must confirm commitment by March 1, 2024. The transfer may be denied if the commitment response is not received by this deadline.
- If approved for a transfer, **transportation of the student shall be the responsibility of the parent, guardian, or student.** Students must arrive and be picked up from school on time.
- 3 Lottery rounds will be held for all applications received by the following deadlines. Results will be communicated after each round.
  - Round 1- January 15, 2024
  - Round 2- Mid-April, 2024
  - Round 3- Mid-June, 2024
  - IDT process is closed after Round 3

Questions should be directed to [Enrollmentoptions@ahschools.us](mailto:Enrollmentoptions@ahschools.us).

Forms can be submitted via email, fax or mail:

**Email:** [Enrollmentoptions@ahschools.us](mailto:Enrollmentoptions@ahschools.us)

**Fax:** 763-506-1213

**Mail Completed applications to:**

Applications and Connection Services  
Anoka-Hennepin Educational Services Center  
2727 N Ferry St  
Anoka, MN 55303-1650