

STUDENT/PARENT INFORMATION SHEET – KEEP THIS AT HOME ON REFRIGERATOR

TRANSFER PROCEDURES FOR STUDENTS IN THE ALTERNATIVE PROGRAM

If you are considering transfer back to a comprehensive high school you must complete the attached application. This application will give us a complete picture of you academically, so as to evaluate your request.

In considering a transfer to the comprehensive high school, you must have fulfilled the following prerequisites:

- 1) Completion of at least one semester in the alternative programs.
- 2) Be on track for your grade level with credit completion:
 - 10th grade** – 60 credits fall transfer/90 credits spring transfer
 - 11th grade** – 120 credits fall transfer/145 credits spring transfer
 - 12th grade** – 170 credits fall transfer/190 credits spring transfer

8 hours of community service completed if transferring in the Spring
- 3) Have established a positive record in the alternative program
- 4) Have a good attendance record of at least 85% in the alternative program

Discuss your transfer request with your parents/guardians. A parent/guardian signature is required. When your application is complete, send to dunnm@svusd.org or return to the Silverado High School campus and place in the blue bin located outside the front office door labeled “Completed Transfer Request Forms.” The blue bin is available for application returns Monday through Thursday from 8:00 – 1:30.

*****All transfer request for FALL 2021 must be submitted by May 25th, 2021*****

The time line for transfer is as follows:

- **May 1st – May 25th:** Email completed transfer form to dunnm@svusd.org or place in the blue bin located on the SHS campus labeled “Completed Transfer Request Forms” Monday – Thursday from 8:00 – 1:30 by **May 25th, 2021.**
- **May 25th:** Last day to return completed transfer request forms.
- **August 9th:** SHS Principal meets with the Assistant Principals from the four comprehensive high schools to present each student’s request for transfer.
- **August 9th & 10th:** Students are notified as to their acceptance at the comprehensive high schools. If a student is accepted, they then must call for a registration appointment at their new/old school. Registration procedures for returning students are in the process of being developed.
- **August 16th:** Classes **potentially** start.

SILVERADO HIGH SCHOOL

REQUEST FOR TRANSFER

1st Semester Transfer Request

Return to Home High School for School Year: 2021 – 2022

Name: _____ Grade in August: _____

Home Telephone: _____ Student Cell Phone _____

Parent Work Telephone: _____ Parent Cell Phone _____

High School Requesting to Attend: _____ Home High School _____

Reason for Transfer Request: _____

Summer School 2020 Class(es): _____

Parent Signature: _____

Student Signature: _____

Please attach a typewritten paragraph to your "Intent to Transfer" form explaining why you think you are a good candidate to return to the comprehensive high school. How have you changed since you transferred to Silverado High School, and what will you do differently when you return to the comprehensive high school to make sure that you will stay on track academically?

For Office Use Only

Grade/Fall _____ Credits Completed _____ Total GPA _____

Transfer Recommended: YES NO Comments: _____

Due NO Later MAY 25th

Email Completed Form and Paragraph to dunnm@svusd.org

OR

Return to Silverado High School

(place in the blue bin located outside the front office door)

Monday – Thursday from 8:00 am – 1:30 pm