

#60153v4

JFABC-E

## **TRANSFER OF STUDENTS**

### **TRANSFERS OUT OF THE DIVISION**

Student transferring out of the Division shall receive **Manitoba Pupil File – [Transfer Request Form](#)** as outlined in the Departmental Regulations. In addition, the teacher will forward a resume of work completed in the various subjects and a suitable mark transcript. The receiving school may apply to the local health unit for health records.

### **TRANSFERS WITHIN THE DIVISION**

School boundaries are set in accordance with the availability of space as per Policy JC.

If a family wishes to send a child to another school, arrangements may be made following completion of a "Student Transfer Request" form JFABC-E, which will be available from the principal of the school the child (parent(s)/legal guardian) wishes to attend.

Normally, only one transfer during a school year should be considered.

Former JECC-R

ADOPTED	REVIEWED	REVISED	PAGE
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