

STUDENT TRANSFER AND WITHDRAWAL

TRANSFER

Students shall be required to attend the school in the attendance area in which their residence is located. Students who wish to attend a school other than the one designated for their resident attendance zone may apply for transfer when circumstances warrant. All requests for transfer shall be in writing, and shall include reasons for the transfer as well as other pertinent information that the Livingston Parish School Board may require.

The Superintendent shall consider for approval all requests for student transfer if such transfer is determined to be in the best interests of the student and the school system. No school shall accept a student not residing in that school's attendance zone unless the student has an approved transfer application on file. Applications which are approved are for one school year only and must be renewed by application for subsequent years. Any decision made by the Superintendent regarding the transfer of a student may be appealed to the School Board for a final determination in accordance with state law.

WITHDRAWAL

Students shall be required to attend school in accordance with statutory provisions. Students may be permitted to withdraw from school however, if approved by the Superintendent and Board. Such withdrawal must be in accordance with such rules and regulations as may be prescribed by the Board.

Revised: August, 2001

Revised: January, 2009

Revised: August, 2010

Ref: La. Rev. Stat. Ann. ' ' 17:81, 17:104.1, 17:105, 17:106, 17:108, 17:109, 17:111, 17:221, 17:226, 17:227; *Louisiana Handbook for School Administrators*, Bulletin 741, Louisiana Department of Education; Board minutes, 1-22-09.