



# Requested School Registration Application

F 5-01A

Note: An application form must be completed for each child.

In accordance with Administrative Procedure 50-01 Requesting a School Other Than Designated School, parents/guardians wishing to have their children considered for attending a school, other than the school in their attendance area where they reside, must complete this application form. A parent of a student enrolled in a school shall not request that the student be enrolled in another school during a school year. This form is required one time only unless the Requested School changes.

SCHOOL YEAR \_\_\_\_\_

FRENCH IMMERSION     DIRECTED SPECIAL EDUCATION    If either box is checked, no principal signatures required.

DESIGNATED SCHOOL IN YOUR ATTENDANCE AREA		REQUESTED SCHOOL OUTSIDE YOUR ATTENDANCE AREA		
STUDENT FIRST NAME		LEGAL LAST NAME	GRADE IN SEPT.	CURRENT SCHOOL
MOTHER/GUARDIAN NAME		FATHER/GUARDIAN NAME		
CELL/WORK NUMBER	HOME NUMBER	CELL/WORK NUMBER	HOME NUMBER	
EMAIL		EMAIL		
MAILING ADDRESS		TOWN		POSTAL CODE
RURAL ADDRESS				
LEGAL LAND DESCRIPTION	SECTION	TWP	RGE	W

REASON FOR REQUESTING A CHANGE OF SCHOOL \_\_\_\_\_

### PARENT/LEGAL GUARDIAN AGREEMENT

- In requesting a transfer to a school outside my attendance area, I have read and understand Administrative Procedure 50-01 (available on the Pembina Hills School Division website).
- I understand and accept that if any school resources identified under Administrative Procedure 50-01 are no longer available that my child may be required to return to the school in my attendance area.
- I understand that this form is an application to register at the requested school and acknowledge that the Division may not provide transportation based on the provisions in AP 50-01.

\_\_\_\_\_  
PARENT/GUARDIAN/INDEPENDENT STUDENT SIGNATURE

\_\_\_\_\_  
DATE

Parents to take this form to the principals to complete page 2.

Parents of French Immersion and Special Education Directed students do not require page 2 to be completed.

**FOR ADMINISTRATION USE ONLY**

**Designated school in your Pembina Hills school attendance area**

**To be completed by principal of designated school in your Pembina Hills school attendance area.**

Please contact the school to arrange a time to have this form signed.

Parent/guardian/independent student has made contact with the principal  Yes  No

COMMENTS FROM DESIGNATED SCHOOL'S PRINCIPAL \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
PRINCIPAL'S SIGNATURE (IN YOUR PEMBINA HILLS ATTENDANCE AREA)

\_\_\_\_\_  
DATE

**Requested school outside student's attendance area**

**To be completed by principal of requested school outside student's attendance area.**

Please contact the school to arrange a time to have this form signed.

Resources available, pursuant to s. 4 of AP 50-01  Yes  No

Requested school principal has spoken to designated school principal  Yes  No

COMMENTS FROM REQUESTED SCHOOL'S PRINCIPAL \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
PRINCIPAL'S SIGNATURE (OUTSIDE YOUR PEMBINA HILLS ATTENDANCE AREA)

\_\_\_\_\_  
DATE

Parents — Submit completed form to:

Pembina Hills Transportation Services 5610 - 49 Street, Barrhead, AB T7N 1P3 • P 780.674.8509 • F 780.674.8512