

2017-18  
**Requested School Registration Application**

**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.

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 PHPS 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 get page 2 completed.**

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**FOR ADMINISTRATION USE ONLY**

**Designated school in your PHPS school attendance area**

To be completed by principal of designated school in your PHPS 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 PHPS 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 PHPS ATTENDANCE AREA)

\_\_\_\_\_  
DATE

**PARENT: Please submit completed form to PHPS Transportation Services.**