

**NORTHAMPTON COUNTY SCHOOLS
REQUEST FOR TRANSFER**

Parent/Guardian:

Please complete the section below and return the form by August 19, 2009, 4 p.m. Conway Middle School or Thelma Greenwell at Northampton County Schools, P. O. Box 158, Jackson, NC 27845 or bring it by Northampton County Schools Central Office at 701 N. Church Street, Jackson, NC or fax it to 252-534-1533, ATTN: Thelma Greenwell. We will respond to your request by telephone regarding your child's school assignment. **A separate form must be filled out for each child. Only 5th and 6th grade student may request the transfer option.**

This form is to be returned **ONLY** if you wish to transfer schools. If you do not wish to transfer from Conway Middle School you are not required to return this form.

I have read the **Notice of Adequate Yearly Progress and School Choice letter**. I am requesting that my child be transferred to Gaston Elementary School beginning in the 2009-10 school year.*

Parent/Guardian signature: _____ Date: _____

Telephone Numbers: Home: _____ Work: _____ Cell: _____

Name of student: _____ Grade level for 2009-10: _____

Student's address: _____ City: _____ Zip code: _____

* If you are the parent of an exceptional child, please call Ms. Pamela Jackson at 534-1371 for the available public school choices that best meet the needs of your child. (Educational records are confidential and access is limited to school officials having a genuine need to know.)

Office use only

Student ID #: _____ Date received: _____

Request for transfer to Gaston Elementary School has been: ___ Approved ___ Disapproved

Principal of accepting school's signature: _____

Signature of coordinator, student assignment: _____

Notified: Parent _____, Gaston Elementary School _____, Conway Middle School _____, and Transportation _____.