



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.**