

Intradistrict Transfer Guidelines

- “Intradistrict transfers” (BP 5116.1, AR 5116.1) are defined as students who request a transfer from their home school to another school within the district. If approved, Intradistrict transfers are valid for the grade span. An intradistrict transfer can be revoked by the school site if the student is not meeting academic, behavior and attendance requirements at anytime. A parent can rescind an intradistrict at anytime and will be placed at the school of residence. If there is no space at the school of residence, student will be placed on the waitlist for that school and continue at current school.
 - Students requesting an Intradistrict transfer must request an application from their school of residence.
 - TK-6 requests shall be received by the school of residence on or before the first Friday in February.
 - 9-12 requests shall be received by the school of residence on or before the first Friday in February.
 - Placement rank will be determined by priority level and unbiased lottery results.
 - Late requests will be ranked ordered based on the date received.
 - Requests for intradistrict transfers are considered if space is available at the requested school.
 - Intradistrict transfers must be renewed at grade span changes. For example; 6th to 7th and 8th going to 9th.

TRANSFERS OUT OF CUSD

- If a resident of the Ceres Unified School District (CUSD) would like to request permission for their child to attend a school outside of the CUSD district boundaries, the parent/guardian must submit an Interdistrict Transfer Request Form. The request is to be submitted to the CUSD Student Services Department located at the district office. Final approval of the Interdistrict Transfer will be made by the requested district. If approved by the requested district, the Interdistrict Transfer Agreement is valid for a term of ONE school year and must be renewed for approval annually.

INTERDISTRICT TRANSFER GUIDELINES

- “Interdistrict Transfers” (IDT) are required for students residing outside of Ceres Unified School District boundaries, who wish to attend a CUSD school (BP 5117, AR 5117). The approved interdistrict releases must be received by the Ceres Unified School District during the open enrollment period which is January through the first Friday in February for the subsequent year. Please note that limitations in classroom space and district resources are primary factors in considering interdistrict transfer agreements. Ceres Unified School District (CUSD) gets involved only AFTER the school district of residence approves to release students from their jurisdiction.
 - Contact your school district of residence and obtain an interdistrict transfer (IDT) form.
 - Once the completed form is reviewed and approved by the district of residence, a copy will be forwarded to CUSD.
 - Annual approved IDT releases must be received by CUSD on or before the first Friday in February.

- Upon receipt of the approved IDT request, CUSD will request attendance, academic and behavioral records. During the prior academic year students are required to have 95% of higher attendance, a minimum GPA of 2.5 and zero suspensions for violations of EC 48900.
- There is no guarantee that IDT requests will be approved by CUSD. Parents are strongly encouraged to keep their student enrolled at their home school until the IDT is approved.
- The IDT review process is, first and foremost, determined by the availability of space within Ceres USD.
 - School assignments for transferring student are at the prerogative of CUSD.
- The application for an IDT can be denied due to overcrowding within Ceres USD schools or limited district resources. CUSD will send written notification to the parent/legal guardian and the student's district of residence as to whether the application has been accepted or rejected within 30 days of receipt.
 - CUSD will notify the parent/legal guardian submitting a future year request of its decision as soon as possible, but not later than August 15.
 - A parent's failure to meet any timelines established by the district is deemed an abandonment of the request.

- Parents or legal guardians have the right to appeal to the county board of education within 30 calendar days from the final date of denial.
- IDT agreements shall be granted for a term of ONE school year and must be renewed for approval annually. (CUSD reserves the right to rescind an interdistrict transfer at any time during the school year for behavioral or attendance issues.)
- CUSD may provisionally admit students to a requested district, based on their evidence that a final decision is pending with a district of residence, proposed district, or county board of education.

MILITARY FAMILIES

- Existing law provides an exception to the residency requirements for a student whose parent is transferred to or is pending transfer to a military installation within the state while on active military duty pursuant to an official military order. A student may continue attending the student's "school of origin" during that school year, regardless of any change of residence of the military family. If the student's status changes due to end of military service, then the student is allowed to stay in the school of origin for the remainder of the academic year if he or she is between grades 1-8, or through graduation if the student is enrolled in high school.