NORTH PUTNAM COMMUNITY SCHOOL CORPORATION

REQUEST FOR TRANSFER OF NON-RESIDENT STUDENT 2026-2027

Name of Student	Date of Birth
Parent/Guardian	Current Grade Level
Address	Telephone
School of Legal Residence	
School Currently Attending	
Address	

Parent/Guardian Acknowledgement

Currently, there is no tuition charge for attending North Putnam prior to student count day in October 2026.

Parent/Guardian Signature _____ Date _____

Principal's Action

☐ Approve

☐ Deny

Principal's Signature _____ Date _____

Reason

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Superintendent's Action

☐ Approve

☐ Deny

Superintendent's Signature _____ Date _____

Reason

Decision on Acceptance of Transfer Students

1. The student's attendance and academic record at the previous school;
2. The student's disciplinary record at the previous school;
3. Class size of the grade level in which the student is enrolling;
4. The transfer shall not place an undue burden on the North Putnam Community School Corporation, including financial if the student has been claimed on another school corporation's ADM.

*Please note that parents, guardians, or custodians agree to provide transportation to and from school.

Note: Form is to be completed and approved or denied by building principal. Principal forwards request to Superintendent for acceptance or denial. Superintendent forwards request to Business Manager for further distribution.
Copies to: Parent/Guardian, Principal, and Business Manager

Parents/Guardians: Please submit this form via email once you have filled out the top portion.

Submission email addresses are listed below:

Bainbridge Elementary (K - 5th grade): *bwagler@nputnam.k12.in.us*

Roachdale Elementary (K – 5th grade): *bmccormick@nputnam.k12.in.us*

Middle School (6th – 8th grade): *bkramer@nputnam.k12.in.us*

High School (9th – 12th grade): *awilliams@nputnam.k12.in.us*