

# Public School Choice Transfer Application

*Pursuant to A.C.A. § 6-18-1901 et seq.*

## SECTION 1: STUDENT INFORMATION

Full Name: \_\_\_\_\_

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Grade Level for Requested Year: \_\_\_\_\_

School Year of Requested Transfer: 20 \_\_\_\_ - 20 \_\_\_\_

Current School Attending: \_\_\_\_\_

Current District (Resident District): \_\_\_\_\_

Is the student currently under expulsion? ☐ Yes ☐ No

Is the student currently under consideration  
or recommendation for expulsion? ☐ Yes ☐ No

*This question is for informational purposes and cannot be basis for denial.*

## SECTION 2: INTERDISTRICT TRANSFER REQUEST

*(from resident district to another district)*

School Requested: \_\_\_\_\_

District of Requested School: \_\_\_\_\_

## SECTION 3: INTRADISTRICT TRANSFER REQUEST

*(to another school in the resident district)*

School Requested: \_\_\_\_\_



## SECTION 4: FAMILY INFORMATION

Parent/Guardian Name(s): \_\_\_\_\_

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Does the student have a sibling currently attending the requested school?

☐ Yes ☐ No

Does the student have a parent or guardian who is a:

- Uniformed service member in full-time active duty status ☐ Yes ☐ No
- Surviving spouse of a uniformed service member ☐ Yes ☐ No
- Reserve component uniformed service member during the period six months before six months after a Title 10 or Title 32 of the United States Code or state active duty mobilization. ☐ Yes ☐ No

## SECTION 5: ATTESTATIONS

☐ I understand that transportation is not provided unless otherwise agreed upon.

☐ I understand that my child must comply with the student code of conduct and attendance policies.

☐ I understand this application does not guarantee approval and that I will be notified in writing.

☐ I understand that if accepted, I will be given a deadline by which to enroll.

Signature of ☐ Parent ☐ Guardian ☐ Student (if age 18+):

Sign: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_



## SECTION 6: DISTRICT USE ONLY

Method of Submission:

☐ Regular Mail

☐ Email

☐ Hand Delivery

### Receiving District:

Date Submitted: \_\_\_\_\_

Time Submitted: \_\_\_\_\_

☐ Application Accepted ☐ Application Rejected

*Reason for Rejection (check all that apply):*

☐ Lack of capacity (documented) ☐ Application incomplete

☐ Application received after June 1 deadline ☐ Other: \_\_\_\_\_

Notification sent to applicant on: \_\_\_\_/\_\_\_\_/\_\_\_\_

Enrollment deadline if accepted: \_\_\_\_/\_\_\_\_/\_\_\_\_

District Official Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

### Resident District (if interdistrict transfer):

Date Received: \_\_\_\_\_

Time Received: \_\_\_\_\_

District Official Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_





## Frequently Asked Questions Public School Choice

### What is new in 2025?

Families can now apply for transfers within their own district (intradistrict) or to another district (interdistrict). The deadline for applying is now June 1.

### What is 'lack of capacity'?

Districts may deny transfers if:

- 95% or more of seats are filled at the requested grade level.
- Adding the student would violate legal class-size limits.

### What is an interdistrict vs. intradistrict transfer?

- Interdistrict: Between districts
- Intradistrict: Between schools within the same district

### Can I apply to a different school within my resident district?

Yes. Under the updated law and rules, families may request an intradistrict transfer (to another public school within the same school district) subject to capacity.

### Can I apply to a different school outside of my resident district?

Yes. Families may request an interdistrict transfer (to a school in another district) subject to capacity.

### Are there special provisions for military families?

Yes. Military families may apply year-round and must submit appropriate documentation.

- Identification card of the student's parent, legal guardian that qualifies the student.
- Official orders, assignment notification or notice of mobilization of the student's parents or legal guardian.

### **Can a district reject my application?**

Yes, if the school the student is applying for lacks capacity. Districts may not deny transfers based on race, sex, disability, test scores, English proficiency or extracurricular ability. Expulsions may be considered.

### **What happens if I'm denied?**

You may file an appeal with the State Board of Education within 10 days of receipt of written notification.

### **What is the deadline for applying?**

The deadline for all public school choice transfers is now June 1.

### **How do I submit my application?**

Districts must accept applications by mail or email and cannot require in-person submission.

### **Will my child lose access to extracurricular activities if they transfer?**

No. Transfer students may not be excluded from extracurriculars based solely on their transfer status. However, athletic participation requires a form in accordance with Arkansas Activities Association rules. However, if grades 7-10, participation must be approved by June 1 (Act 475) or student will not be allowed to participate in competition for 365 days.

### **When will my transfer take effect?**

Upon approval, the transfer may take effect immediately or the following school year; however, the district and the family will mutually determine an appropriate start date.

