

Silver Valley Unified School District

35320 Daggett-Yermo Road, P.O. Box 847, Yermo CA 92398

PHONE: (760)254-2916 FAX: (760)254-2091

Instructions when applying for an Interdistrict Transfer to SVUSD

<u>Step One</u>: All students wishing to attend any of the Silver Valley USD schools must apply for an Interdistrict Transfer from the district they reside in. Please visit or contact the Resident District to begin the application process.

Step Two: Once the application has been approved and signed by the Resident District the application needs to be submitted to the Silver Valley USD office. This is done by either the Resident District or by the parent/guardian requesting the transfer based on instructions from the Resident District. Please submit the Interdistrict Transfer application to the Silver Valley Unified School District office.

Contact: Martha Bootsma

Administrative Assistant, Silver Valley USD

P.O. Box 847 Yermo, CA 92398

Phone: 760-254-1319 | Fax No. 760-254-1388.

Step Three: You will need to contact the school you desire your child to attend and schedule an appointment with the Principal. All **new** interdistrict transfers **must** meet with the Principal **prior** to your application being approved. For the appointment with the principal please bring with you the following information which can be obtained from your child's current school:

- A copy of your child's most recent report card
- A copy of your child's attendance record
- A copy of your child's discipline record

Step Four: Once you have met with the Principal, the school will notify the Silver Valley District Office and submit their recommendation to the Superintendent and/or Superintendent's designee to approve or deny the transfer based on space availability. If denied, you will receive a letter of explanation with appeal instructions. If approved, you will receive a copy of the approved interdistrict transfer.

Once your interdistrict transfer is approved, it will automatically be renewed each year, you will not need to reapply each year unless you relocate to a different district. If there are any concerns or your child has not complied with the terms and conditions of the agreement which is specified on the interdistrict transfer, the transfer can be revoked. You will receive written notification from the Superintendent or the Superintendent's designee if this should be the case.

Lewis Elementary School (760) 386-1900

Tiefort View Intermediate School (760) 386-3123

Newberry Springs Elementary School (760) 257-3211

Yermo School (760) 254-2931

Fort Irwin Middle School (760) 386-1133

Silver Valley High School (760) 254-2963

Alternative Education Center (760) 254-2715