

# EAST BATON ROUGE PARISH SCHOOL BOARD

## ADMINISTRATIVE TRANSFER DISCONTINUE REQUEST

Administrative Transfers are approved until the student completes the highest grade offered at the school to which the transfer was granted. If a parent/guardian wish to discontinue the approved transfer request, the discontinue request form must be completed at the Central Office to cancel the transfer renewal.

**Note:** Students without a completed Discontinue Administrative Transfer request will automatically roll back to their approved transfer school site.

**STUDENT SID#:** \_\_\_\_\_ **Grade:** \_\_\_\_\_ **Gender:** \_\_\_\_\_

**STUDENT NAME:** \_\_\_\_\_ **BIRTHDATE:** \_\_\_\_\_  
(Use legal name only) Last Name First Name Middle Initial

Parent/Legal Guardian Name \_\_\_\_\_

Parent/Legal Guardian Address \_\_\_\_\_  
Number & Street Apt. Number City Zip Code

Home Telephone Number \_\_\_\_\_ Cellphone Number \_\_\_\_\_

Transfer School Currently Attending \_\_\_\_\_

\_\_\_\_\_ Yes, I would like my child to return to his/her Regular (AtteBD (g)TTTTTTTTJemD (g)AM (A)2t)Mdf