Student Release Form to Attend Harper Creek Community Schools

This form must be completed by the releasing/resident district and then submitted to Harper Creek Community Schools for the final approval process prior to the student enrolling in Harper Creek Community Schools.

School Year _____   Expected Date of Enrollment _____

Student Information					
Student Name	Gender	Birthdate	Grade	Previous School Name and Address	Previous School's Phone and Fax Numbers
				Name: Address:	Phone: Fax:

Parent Information	
Parent Guardian Name:	Daytime phone: Email address:
Street:	City/Zip:

Reason for Request	
This request is for release to a nonresident district: □ To complete the **2024-2025 school year** in requested district. □ Other: (describe in comments below):	**Is the student receiving special education programs or services?** □ yes □ no Parent: If yes, attach a copy of the current IEP. **Has the student been expelled ever, or suspended in the last two years?** □ yes □ no If yes, describe in comments below.
Comments:	

Parent Signature

As parent/guardian of the above named student(s) I hereby request approval of transfer of the student as indicated below. I understand that:

- a. I confirm the student named above is a resident of the releasing district that is submitting this agreement to the receiving district.
- b. I release all education records, including medical records, to the receiving district.
- c. **Transportation of the student to the receiving district is my sole responsibility.**
- d. This document represents a commitment between the parent/guardian and the school district of enrollment for **one school year if approved by Harper Creek Community Schools, and**
- e. **Any incomplete, inaccurate, or false statements may invalidate the transfer.**

Parent / Guardian Signature: **Date:**

District Signatures

Resident (Releasing) District: □ **Approved**   □ **Denied**

Releasing Superintendent's Signature: **Date:**

Enrolling Principal: □ **Recommends Approval**
□ **Recommends Denial**

Enrolling Superintendent: □ **Approved**   □ **Denied**
Date: