

PARENT REQUEST

**INTRACOUNTY TRANSFER REQUEST**

Mail to: Attendance Director – Transfer Request  
Pendleton County Schools  
P.O. Drawer 888  
Franklin, WV 26807-0888

PART I:

PARENT(S): \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

LOCATION OF HOME, IF DIFFERENT FROM ABOVE: \_\_\_\_\_

PHONE: \_\_\_\_\_

PART II:

Area of residence requires attendance at \_\_\_\_\_ school.

Request intracounty transfer to \_\_\_\_\_ school

PART III: NOTE: Indicate GRADE child will be in at new school.

1. Full Name of Child \_\_\_\_\_

Grade \_\_\_\_\_ Reason \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

2. Full Name of Child \_\_\_\_\_

Grade \_\_\_\_\_ Reason \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Parent (s)

\_\_\_\_\_  
Date