

Instructions when applying for an Interdistrict Transfer to SVUSD

Step One: Students wishing to attend any of the Silver Valley USD schools must apply for an Interdistrict Transfer from the district they reside in. Barstow Unified School District Contact: Rhonda Powell, Pupil Services Office, 551 South Avenue H, Barstow, CA 760-255-6028.

Directions: Exit "L" Street from the I-15 to Main Street. Turn right onto Main Street; turn left onto Avenue H. At the top of the hill on the left is the Barstow School District. Enter the second driveway and the Pupil Services building is located at the east side of the parking lot.

Step Two: Once you have received a signed copy of the Interdistrict Transfer application from Barstow Unified School District, a copy must be submitted to the Silver Valley Unified School District office. Contact: Diane Ast, Superintendent's Office, 760-254-1319, Fax No. 760-254-1388.

Step Three: 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 **before** your application will be approved. Please bring with you to the appointment with the principal 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 Superintendent's Office and submit their recommendation to the Supt. to approve or deny the transfer, based on space availability. If denied, you will receive a letter 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 no longer need to reapply each year. If there are any concerns and 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.