



**Please check one:**  City of Regina  Outside of City, Elementary  Outside of City, High School

This form is to be used for students who are seeking to attend a school in the Regina Public School Division other than their designated attendance-area/neighbourhood school or who live outside of the City of Regina.

### Student Information

Gender  Male  Female  Not specified      Are you a Canadian citizen? Yes  No

          

LEGAL Last Name      LEGAL First Name      LEGAL Middle Name

          

USUAL Last Name      PREFERRED First Name      Birthdate (dd/mm/yy)

                

Apt. #      House #      Street Name      City      Prov      Postal Code

### Parent/Legal Guardian Information

Relationship to Student

Last Name       First Name

                

Home phone #      Work #      Cell #      E-mail

**Please ensure you are familiar with the following information governing the request for exemption of out-of-area and out-of-division students. Please make sure you complete and sign page 2.**

- All Regina Public schools, both elementary and high school, have closed boundaries.

#### **Out-of-Attendance Area, Living in the City of Regina (proof of address with legal guardian will be required)**

- Siblings of continuing students in the school whose residence falls outside the school's attendance area.
- Students receiving before- and/or after-school childcare within the school's attendance area. Proof of enrollment will be required.
- Students whose residence falls within the attendance areas of other Regina schools.

#### **Out of Division, Living outside of the City of Regina**

- Siblings of continuing students in the school whose residence falls outside of the City of Regina.
- Students whose residence falls outside of the City of Regina.

#### **Please note:**

- All elementary and high school exemption application forms must be submitted to the Division Office by March 31<sup>st</sup>. Please email completed form to [exemptions@rbe.sk.ca](mailto:exemptions@rbe.sk.ca).
- Applicants who have submitted their application on time will be advised of the decision by April 30<sup>th</sup>.

**School Information**

Name of School Where Student Currently Attends

City

Grade

Neighbourhood School

City

Grade

Name of School Where Student is Requesting to Transfer

English Program

French Immersion Program

**Reason for Transfer** (Please indicate the reason(s) why this student is requesting to attend this school. If you are applying because of a student's daycare location, you must provide a letter from the daycare verifying this information.)

**\*Please note that high school is determined by residence, not by the elementary school attended.**

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

**For Office Use Only – To Be Completed by Requested School**

Verification Signature

Elementary Principal Signature

- Out-of-Area Transfer Application Form signed by parent/legal guardian
- Proof of residency (for inside the City of Regina)
- Proof of guardianship when not living with parents
- Academy enrolment verified
- Proof of licensed childcare use verified
- Sibling(s) currently attending the school
- Currently enrolled student moving out of area

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

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

Application Received by: \_\_\_\_\_

Date: \_\_\_\_\_

- Transfer Approved
- Transfer Not Approved (reason)

Superintendent's Signature: \_\_\_\_\_

Date: \_\_\_\_\_