



Orange Center School District

3530 S. Cherry Ave • Fresno, California 93706 • (559)237-0437 • Fax (559)237-9380

Terry M. Hirschfield, Superintendent

Interdistrict Transfer Request

Parents or guardians residing in one school district may apply for their students to attend school in another school district pursuant to an interdistrict transfer. Students are not eligible for transfer during expulsions or disciplinary hearings (Education Code 46600). The agreement must specify the terms and conditions for granting or denying transfers, and may contain standards of reapplication and specify the terms and conditions under which a permit may be revoked.

- Interdistrict transfers request for the 2024-2025 school year will be accepted from April 1, 2024 - April 15, 2025.
- Students who have been approved to attend Orange Center School District on an Interdistrict Attendance Permit must remain in good standing with academic effort, behavior, and attendance.
- Approval may be revoked and the student may need to return to his/her district of residence if he/she fails to comply with the terms and conditions of the transfer.
- If a request is due to childcare you will also submit the Child Care Verification Affidavit form and attach proof of employment and/or employment schedule.
- If requests are due to specialized programs the District may request proof that the student has been accepted to desired program.
- You have the right to appeal denials to the County Board of Education. The appeal must be made within 30 calendar days of the denial. (Ed Code Section 46601) at: Fresno County Superintendent of Schools, 1111 Van Ness Avenue, Fresno, CA 93721-2000 at (559) 497-3876.
- Orange Center will review the request and will notify the parent submitting a current year request, of its final decision within 30 calendar days from the date the request was received. A parent submitting a future year request will be notified of its final decision, no later than 14 calendar days after the beginning of instruction in the school year for which interdistrict transfer is sought.

+A parent's failure to meet the documentation requirements established by the district is deemed an abandonment of the request.

Interdistrict Transfer process to attend Orange Center School:

1. Parent/Guardian must obtain an Inter-District Transfer request form from your district of residence. The form must be completed and submitted to the home district first.
2. The district of residence must approve the request and will send the request via email or fax to Orange Center.
3. When Orange Center receives the form with the approval, we will review the application and request academic behavior and attendance records from prior school within 45 days.
4. All requests are subject to space availability in the district classes programs and student academic progress attendance and behavior.
5. Once reviewed and processed, a notification will be sent to the parent by mail stating approval or denial.

Board of Trustees: Panfilo Cerrillo, President

Veronica Salazar, Vice President • Rosa DePew, Clerk • Ernestine Gonzalez, Member • Melinda Morales, Member



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Interdistrict Transfer to attend another district:

1. The Inter District Transfer form may be picked up in person at the Orange Center School office from 7:30 a.m. until 4:30 p.m., Monday through Friday.
2. The request will be reviewed and processed.
3. If approved Orange Center will forward the request directly to the requested desired district.
4. Once reviewed and processed, a notification will be sent by mail stating approval or denial by the desired school district of attendance.

Please note: In both incoming and outgoing transfer requests, both school districts need to approve the Inter-District transfer before the student(s) can enroll at the requested school.

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