

FREQUENTLY ASKED QUESTIONS ABOUT TRANSFERS

1. What is the difference between an “Intradistrict” transfer and an “Interdistrict” transfer?

An “Intradistrict” transfer is a transfer between two schools within the La Mesa-Spring Valley School District and is based on your home address. For example, you live in La Mesa and your school of residence is Murray Manor, but you want your child(ren) to go to La Mesa Dale. You would need to complete an Intradistrict transfer request.

An “Interdistrict” transfer is a transfer between two districts and is based on your home address. For example, you live in Lemon Grove and your school of residence is Palm Middle, but you want your child(ren) to attend Spring Valley Middle. You would need to complete an Interdistrict transfer request.

2. What are the timelines for transfer requests?

Intradistrict transfers will be available on the district’s website (www.lmsvschools.org), at the Education Center and all La Mesa-Spring Valley school sites typically starting February 1. The completed forms must be turned into any district school or the Education Center on or before March 31.

La Mesa-Spring Valley will start receiving/releasing transfers on February 1. Inters leaving the La Mesa-Spring Valley district are processed on a daily basis.

We will typically start processing transfers on April 1. Transfers received during the Open Enrollment window (Feb. 1st – Mar. 31st) will be placed based on space availability. If there are more transfers for a particular grade and/or school, a non-biased lottery will be used. **(All transfers are based on space availability).**

3. How do I know when my transfer has been approved?

You will receive a copy of the completed transfer form by mail. **If the transfer has been approved, you must enroll your child within 2 weeks from the date of the transfer approval notification.** If the transfer has been disapproved, you must enroll your child at your school of residence. If you have not received your transfer in the mail by August 1, please call the district office.

4. Do I have to fill out a transfer every year?

Intradistrict transfers are only required to be filled out once for elementary school (K-6) and once for middle school. This applies to all special education programs as well. If your child is attending Transitional Kindergarten and you would like your child to continue at that site for Kindergarten, then a new transfer will need to be completed if it is not your school of residence.

A new Interdistrict transfer form will need to be completed for the current school year if you move from inside the district to an address outside the school district or between two districts (i.e., moving from San Diego Unified to Cajon Valley). A new transfer form will not be required each year if the student was enrolled in the same school the previous year.

The law states if your child is currently on an approved Interdistrict transfer in elementary school and you want your child to attend one of our middle schools, you need to complete a new transfer. However, some districts have adopted different guidelines regarding transfers, so please check with your district of residence regarding their application guidelines.

5. Where can I get transfer forms?

Intradistrict transfer forms are available on the district’s website (lmsvschools.org), at all school sites, and the Education Center. The completed forms should be returned to the Education Center.

Interdistrict transfer forms are also available on the La Mesa-Spring Valley website (lmsvschools.org) and at all other district offices. You need to get the form from your district of residence and return it to that district. The district will then release the student and forward the form to the receiving district.

6. Can I do more than one transfer at a time?

You are welcome to complete both an Intradistrict and Interdistrict transfer request for your child. We only ask that you notify the district of your final decision so we may offer any available space to other students.

7. Can I put more than one school on the transfer form?

Yes, however, be sure to identify which school is your first, second or third choice.

8. Is transportation provided to students on transfers?

No, transportation is the responsibility of the parent(s).