



FREQUENTLY ASKED QUESTIONS ABOUT TRANSFERS 2020-2021 SCHOOL YEAR

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, if 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, if you live in Lemon Grove and your district of residence is in the Lemon Grove School District, but you want your child(ren) to attend Parkway Middle School, you would need to complete an Interdistrict transfer request.

2. Where can I get a transfer forms?

Intradistrict transfer forms are available on the district’s website (www.lmsvschools.org), all school sites, and at the Education Center. The completed form must be returned in person to the Student Supports Department at the Education Center located at 4750 Date Ave, La Mesa CA 91942.

Interdistrict transfer forms are also available on the district’s website (www.lmsvschools.org) and at all other school district offices (e.g. Lemon Grove School District’s district office). If you are applying for an interdistrict transfer to attend a school in the La Mesa-Spring Valley School District, you must first have your district of residence sign the form to release you. Then, you submit the request to LMSV by returning it in person to the Student Supports Department at the Education Center located at 4750 Date Ave, La Mesa CA 91942.

3. What are the timelines for transfer requests?

La Mesa Spring Valley School District will start accepting and releasing transfers beginning on February 3, 2020.

Transfer forms received during the open enrollment window (Feb, 3rd-March 31st) will be placed based on space availability and transfer criteria. If applications exceed space available, a random, unbiased selection process will be used to determine the order of acceptance.

Please note that we continue accepting transfers after the enrollment window closes, however those will be processed in the order received.

Requests for releases on Interdistrict transfer forms (transfers to leave the La Mesa-Spring Valley School District) will be processed on a daily basis.



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

You will receive a copy of the completed transfer form by U.S. 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 not been approved or if you have been placed on a waiting list, you must enroll your child at your school of residence.

If you submitted your transfer during the open enrollment window and you have not received your transfer by mail by June 5, 2020 please call the district office at 619-668-5700. If you submitted your transfer on or after April 1, 2020, please note that your request will be processed in the order received and you will receive a copy of your transfer when it has been processed. If you have not received a response via mail by August 1st, please call the district office.

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

In general, no. Transfer forms are required to be completed under these circumstances:

- **TK Enrollment** - If you desire to attend a school other than your designated TK residence site
- **Kindergarten through 6th Grade Enrollment** - You would fill out a transfer form once for this gradespan if you desire to attend a school site other than your school of residence. This transfer, if granted, only applies to the school for which you have applied. If you desire to move to a different school, you will need to complete a new transfer request form
- **Middle School Enrollment (or Academy Enrollment for whatever grade you transition to the academy campus)** - A new transfer form is required if the middle school or academy is not your school of residence
- **Change in Residence** - If you move at any point to a different school or district of residence (mid-year or between school years), you must complete a new transfer request form.
- **Change in Desired School** - If you are currently attending a school on an approved transfer and are requesting to move to a different school site, a new transfer form is required.

6. Can I submit both an intradistrict transfer request for LMSV and also an interdistrict transfer request to attend school in another district at the same time?

You are welcome to complete both an Intradistrict and Interdistrict transfer request for your child. However, if your Intradistrict transfer to an LMSV school is accepted, you will need to confirm your decision by registering at that school within two weeks of notification of approval (see #4 above). If you choose to pursue your Interdistrict request to a different district, please notify LMSV as soon as possible so that we may offer 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 and second choice. We will do our best to accommodate based on information you provide.



LA MESA-SPRING VALLEY SCHOOLS
Student Supports

4750 Date Avenue
La Mesa, CA 91942
619 668-5700
www.lmsvschools.org

8. Is transportation provided to students on transfers?

No, transportation is the responsibility of the parent/guardian and is not provided for transfers.