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August 3, 2011

Dear Rock Rest Elementary Parent/Guardian:

Under Federal AYP Guidelines, you have the option of requesting a transfer for your child from Rock Rest Elementary to (1) Union Elementary or (2) Wingate Elementary. If you would like to transfer your child from Rock Rest Elementary, please indicate your preference on the form below. Return the completed form to Rock Rest Elementary, 814 Old Pageland-Monroe Road, Monroe, NC 28112 by August 18, 2011. The district will respond to your request as soon as possible with a phone call and follow up with a written notice regarding your child's school assignment. You will have an opportunity, at that point, to finalize your child's 2011-2012 school enrollment. Please complete a separate form for each child.

This form is to be returned ONLY if you want to transfer your child to one of the designated schools. If you do not wish to transfer your child from Rock Rest Elementary, you do not have to take any action.

I have read this letter regarding public school choice options. I am requesting that my child be transferred to:

_____ (first choice) or _____ (second choice) for the 2011-2012 academic school year.

Parent/Guardian Signature: _____ Date: _____

Phone Number _____

Name of Student: _____ 2011/2012 Grade Level: _____

School currently attending: Rock Rest Elementary

Student's Address: _____

City: _____ Zip Code: _____

*If you are the parent of an exceptional child, please call Lori Cauthen, Exceptional Children's Program Director, at (704)-283-3596, for the available public school choices that best meet the needs of your child. If you are the parent of a child with limited English proficiency and have questions, please call Al Roldan, ESL Case Manager, at (704) 289-5460. (Educational records are confidential and access is limited to school officials having a genuine need to know.)

Office Use Only

Student ID #: _____ Date Received: _____

Request for School of Choice #1 has been: _____ (Approved) _____ (Denied)

Request for School of Choice #2 has been: _____ (Approved) _____ (Denied)

Transportation will be provided by Union County Public Schools.

Approval/Denial Signature _____ / _____ (Date)

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