



Roseville City School District
Personnel Services
1050 Main Street
Roseville, CA 95678
Phone: (916) 771-1600
www.rcsdk8.org

2024-25 Inter/Intra District Transfer Application Information

Frequently Asked Questions

The school I prefer is closed to NEW transfers, are there exceptions?

If the student has a sibling that currently attends the school you request and will continue attending that school for the 2024-2025 school year. Otherwise, the students who reside within the boundaries of the school are given priority over new transfer students due to enrollment capacity.

My resident school was impacted and my student was overflowed to a school that is now closed to new transfer students. Can I stay at that school?

No. The priority is making sure there is room for students who live within the boundaries of their resident school due to growth, projected growth, and overflow challenges as new homes are occupied.

When I go to complete my registration, why is a pre-authorization code needed?

- If your address is outside of the Roseville City School District and would like to complete an incoming inter district transfer, you will need to contact your District of residence first. The Roseville City School District receives the approved release form from your district of residence, we will contact you with the pre-authorization code.
- If your address is located in a new housing development or is a newer build, the school locator may not recognize it in order to zone you for the school boundary you reside in. Please contact the district office to verify your address and receive the pre-authorization code.

I've submitted an outgoing inter-district transfer request for 2024-25, when will a decision be made?

After your application is reviewed, if approved, it will be sent to the requested district. You will receive final notification from the requested district. If denied, RCS D will notify you via email. It is our goal to process outgoing requests within a 14 day window, after a completed application has been submitted.

I've submitted an intra-district transfer request for 2024-25, when will a decision be made?

If the application is received within the January 22 - February 16, 2024 priority window: Notification of acceptance or denial will be sent to the applicant by April 5, 2024. If there are more applications than spaces available at your requested school and grade level, the district will conduct an unbiased and prioritized selection process for applications submitted during open enrollment.

If the application is received **after** February 16, 2024: Applications received after the priority window will be put on a waitlist. Waitlisted families will be notified of approval or denial on or around May 17, 2024. It is our goal to notify parents within a 30 to 60-day window after a completed application has been submitted or received.

Applications received near or during Summer recess: The processing time will be affected by Summer recess (May 30, 2024-August 8, 2024). Applications may be delayed until closer to the start of the school year.

Applications received after the school year begins: any request for that current school year takes an average of 2-4 weeks to process.

- Timeline EXCEPTION: TK and Kindergarten transfer requests will be notified upon stable enrollment numbers for requested site and grade.

~Please note: priority will be given to students who reside within the boundaries of their resident school..



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I have been released from my district of residence AND submitted an incoming inter-district transfer request for 2024-25, when will a decision be made?

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If the application is received **after** February 16, 2024: Applications received after the priority window will be put on a waitlist. Waitlisted families will be notified of approval or denial on or around May 17, 2024. It is our goal to notify parents within a 30 to 60-day window after a completed application has been submitted or received.

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Applications received after the school year begins: any request for that current school year takes an average of 2-4 weeks to process.

- Timeline EXCEPTION: TK and Kindergarten transfer requests will be notified upon stable enrollment numbers for requested site and grade.

~Please note: priority will be given to students who reside within the boundaries of RCSD.

Do I need to submit an incoming inter-district transfer to attend a RCSD school if I'm currently on one?

Yes, the release process and incoming inter-district transfers need to be completed each year.

Do I need to submit an intra-district transfer if I am currently on one for the 2023-24 school year?

No.

- EXCEPTION: If you are a 5th grader who desires to attend a middle school that is not your resident middle school, even if you have been on an intra-district transfer at your current elementary site, you must submit a new intra form.
- EXCEPTION: If you are on an approved TK intra-district transfer, you must resubmit if you wish to request to continue attending for Kindergarten through 5th grade.

Do transfer students qualify for busing services?

RCSD does not provide special transportation for intra/inter district students. It is the responsibility of the legal guardian of the student(s) on an intra/inter-district transfer to provide or arrange for transportation.

Why do I need to communicate with my RCSD home school Principal for an intra-district transfer?

We, as a District, would like the opportunity to address any needs and/or concerns that our parents & students are seeking to fill in another district.