

# REQUEST FOR SUPERINTENDENT'S AGREEMENT

*School Year: 2023 -2024*

\_\_\_\_\_  
*Student's Name*

\_\_\_\_\_  
*Date of Birth and Current Age*

\_\_\_\_\_  
*Grade in 2022- 2023 School Year*

\_\_\_\_\_  
*District of Home Residence*

\_\_\_\_\_  
*Requested District of Attendance*

\_\_\_\_\_  
*Parent/Guardian Name*

\_\_\_\_\_  
*Physical Address*

\_\_\_\_\_  
*Telephone Number*

\_\_\_\_\_  
*Mailing Address*

## Complete all sections below:

### A. Residence Information:

Name of head of household: \_\_\_\_\_

Relationship: ☐ Parent/Guardian ☐ Relative: \_\_\_\_\_ ☐ Other: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

### B. Educational Needs:

Does your child have any special educational needs? Yes ☐ No ☐

If yes, explain. \_\_\_\_\_

### C. Reason for Transfer of the Student:

\_\_\_\_\_  
\_\_\_\_\_

Your signature below acknowledges you understand that if this placement is approved by the Superintendent of Schools, it will be for **one year at a time**. **Application for renewal must be made annually.** It is the parent/guardian's responsibility to seek enrollment of the student unless the student is 18 years of age or older. This agreement is contingent upon the following conditions:

1. No additional expenses will be covered by the sending district.
2. Transportation will be the responsibility of the parent(s)/guardians(s) in accordance with MRSA, Title 20-A, §5204(1).
3. The student must attend school every day unless properly excused.
4. The student must complete all assigned work in a timely fashion.
5. The student's behavior at the receiving school must be acceptable.
6. This agreement is signed in agreement by both superintendents.

\_\_\_\_\_  
*Student Signature (if 18 years of age or older)*

\_\_\_\_\_  
*Parent/Guardian Signature*

**APPROVED:** ☐ **DENIED:** ☐

\_\_\_\_\_  
*Signature of Resident District Superintendent*

\_\_\_\_\_  
*Date*

**APPROVED:** ☐ **DENIED:** ☐

\_\_\_\_\_  
*Signature of Receiving District Superintendent*

\_\_\_\_\_  
*Date*

**Note: Continued enrollment of non-resident students will be contingent on the student demonstrating the highest level of scholarship and deportment.**