

35 **Programmatic Transfers**

36 Parents may request a transfer for their student based on designated school programs within
37 ACPS. The designated school programs are the dual–language programs.

38 **Administrative Transfers**

39 Parents may request an administrative transfer for their child(ren) based on exceptional student
40 situations related to health and safety.

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42 **Citywide Programs for Students with Disabilities**

43 Students enrolled in a citywide Specialized Instruction program resulting from IEP Team
44 placement are not affected by this policy. These include programs for students with emotional
45 disabilities (ED), intellectual disabilities (ID), multiple disabilities (MD), programs for students
46 with autism (AUT), and early childhood special education (ECSE) programs.

47 **Military Installations and Housing**

48 Any student who resides on a military installation or in military housing within the division is
49 permitted to enroll in any school in the division upon request of the student’s parent if space in the
50 school is available. In the event military installations or housing are established in the division,
51 the superintendent will develop an application process.

52 **Communications**

53 The Superintendent will develop an outreach program to encourage parents/guardians in all parts
54 of the community to enroll their child(ren) before June 15. The Superintendent will develop
55 procedures to simplify the registration process and to help parents/guardians meet all
56 requirements, including the possibility of extending deadlines for vaccinations and health records.

57 **Monitoring and Reporting**

58 The Board monitors implementation of this policy through reports provided by the
59 Superintendent.

60 **Revision History**

- 61 Adopted: December 5, 1996
- 62 Amended: June 15, 2004
- 63 Amended: July 1, 2005
- 64 Amended: March 11, 2010
- 65 Amended: April 25, 2013
- 66 Amended: May 19, 2016

67 Legal Refs.: Code of Virginia, 1950 as amended, §§ 22.1-78, 22.1-79

68 Cross Refs.: IHB Class Size
69 IHB-R Regulations Pertaining to Class Size
70 JCA Transfers by Student Victims of Crime
71 JCB Transfers by Students in Persistently Dangerous Schools

72 JC-R/JCD-R Regulations Governing ACPS Student Placement Options
73 JCE Redistricting Implementation
74 JCE-R Redistricting Implementation Regulations
75 JED Student Absences/Excuses/Dismissals

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