

## **Student Transfer Request**

Student Name: \_\_\_\_\_

Parents Name: \_\_\_\_\_

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

City, State, Zip: \_\_\_\_\_

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

Current/Past High School: \_\_\_\_\_

Current Grade: \_\_\_\_\_

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***Prior to admission the following procedures and papers must be provided to Cardinal Mooney High School:***

- 1) \_\_\_\_\_ Course schedule from the current or past high school.
- 2) \_\_\_\_\_ Copy of a high school transcript. (***Please note: A final Transcript will be required before admission***)
- 3) \_\_\_\_\_ Copy of the most recent report card.
- 4) \_\_\_\_\_ Copy of the most recent standardized test or a copy of the High School Placement Test.
- 5) \_\_\_\_\_ Disciplinary release from past or current high school (see attached form).
- 6) \_\_\_\_\_ Parent/student interview with Principal or Assistant Principal.

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**FOR OFFICE USE ONLY:**

\_\_\_\_\_ Date of admission.

\_\_\_\_\_ Grade upon admission to Cardinal Mooney High School.

***The above student may be admitted and is eligible to register for classes at Cardinal Mooney High School.***

\_\_\_\_\_  
(Signature of CMHS Principal or Assistant Principal)



4171 Fruitville Road  
Sarasota, FL 34232  
941-371-4917  
Fax 941-371-6924

### DISCIPLINARY RECORD ACQUISITION FORM

**Student Name:** \_\_\_\_\_

**Current Grade:** \_\_\_\_\_ **Current School:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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*(To be filled out by school administrator or official)*

Has the student listed been suspend or expelled from your school? Yes or No (circle)  
If yes, please explain (attach an explanation if necessary)

The above student is requesting admission to Cardinal Mooney High School. Please supply us with copies of all records pertaining to disciplinary actions this student may have received. If this student has received no disciplinary actions, we require a principal or guidance counselor's signature signifying that fact. Thank you.

*I verify that the above student has no record of disciplinary actions on file.*

**Signature of School official:** \_\_\_\_\_

**Position at the school:** \_\_\_\_\_

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