



School Transfer Form

D.C. Opportunity Scholarship Program

August 1, 2025 – July 31, 2026

In order for any remaining scholarship funds to be available for a DC Opportunity Scholarship Program (OSP) student transferring to another participating school during the school year, all sections of this form must be completed prior to payment being processed. **Please fax completed form to 202.964.2460 or email to tonyas@servingourchildrenc.org**

Section 1: For OSP Parent/Guardian

Name of Student: _____ Student Number: _____

Name of New School: _____
School Name

Signature of Parent/Guardian _____

Name of Parent/Guardian _____

Section 2: For ENTERING SCHOOL (Principal or School Administrator)

Name of Entering School: _____

Student's First Day of Attendance: _____
MM/DD/YYYY

Attending since first day (2022-23)

Summer school only

Student's Grade Level: K 1 2 3 4 5 6 7 8 9 10 11 12
Circle grade level for 2022-23

School Certification

By signing below, I am affirming the above named student has completed registration and is enrolled for the 2022-23 school year at the above named school. I also agree to report to the OSP administrator *within ten (10) days* if this student is no longer attending the school or has five (5) or more consecutive days of unexcused absences. I also understand the student listed above may not have the maximum scholarship amount available upon entrance to the school.

Signature of School Official _____

Name of School Official (*Print*) _____

Date _____

Section 3: For OSP Use Only

Name of Exiting School: _____

Exit Confirmation Form Received?

Yes

No

Date of Last Day of Attendance: _____

Date of Receipt of Exit Confirmation Form: _____