

In-District Building Preference Request

Please read carefully before completing and signing the application

- ★ Marysville Public Schools will review all Building Preference Requests that are received before the established deadlines. Applications submitted beyond the deadline because of emergency situations will be reviewed, with the possibility of approval, on a case-by-case basis.
- ★ Applications will be reviewed based on the following:
 - Classroom availability
 - Need for Building Preference Request (prioritized as follows)
 1. The student is a child of a staff member in the building
 2. The student is a child of a staff member in the district
 3. The student has a sibling who is currently attending the school being requested
 4. Daycare provider resides in the area of the school being requested
 5. Other requests
 - Student's attendance and/or discipline record. If an applicant has had any record of discipline or poor attendance, the requested school may deny the application.
- ★ Having a sibling attend a school through the Building Preference Request program does **not** automatically entitle incoming kindergarteners to attend the same school. A Building Preference Request form must still be completed and approved before enrollment.
- ★ Once approved, students may remain at the requested school for the remainder of their time in elementary school; however, the Building Preference Request may be revoked at any time for the following reasons:
 1. The family moves out of the Marysville Public Schools attendance area. In this case, the family may apply for County Schools of Choice.
 2. The grade level exceeds the contractual class size limit.
- ★ The parent may cancel their Building Preference Request at any time
- ★ Any application found to have false information, including but not limited to information regarding residency or daycare needs, will automatically be denied or revoked.

In-District Building Preference Request

1. Parent and/or Legal Guardian Information

Name: _____ Home Phone: _____ Work Phone: _____

Address: _____ City: _____ State: _____ Zip: _____

2. Student Information

Student Name: _____ Date of Birth: __/__/____ Current School: _____

Current Grade: _____

3. Are you an employee of Marysville Public Schools? YES _____ NO _____

4. Do you have other children currently attending Marysville Public Schools on Building Preference?

YES _____ NO _____

5. Building According to Residence: _____

Building Preference Request: _____

6. Reason for requesting Building Preference

If the reason is daycare, the provider/sitter **must** live in the requested school's area.

Daycare Provider's or Babysitter's Name: _____

Address: _____ Phone Number: _____

I have read and agree to the Policy, Terms, and Conditions as provided.

Parent/Guardian Signature (required) _____ Date: _____

For Office Use Only

Date Received: __/__/____ APPROVED _____ DENIED _____ Reason: _____

Principal Signature (Choice School)/ Date _____