



Alcott
COLLEGE PREP

Growth for every student

West Campus – High School
2957 N. Hoyne Ave.
Chicago, Illinois 60618
Phone 773-534-5970
Elias Estrada, Principal
Grace Moody, Assistant Principal

East Campus – Elementary School
2625 N. Orchard
Chicago, Illinois 60614
Phone 773-534-5460
Elias Estrada, Principal
Navjeet Allen, Assistant Principal

TRANSFER APPLICATION

Name of Student: _____

Current grade level: _____ Current school: _____

Application to grade level: _____ Semester 1 or Semester 2

Date of birth (mm/dd/yy): ____/____/____ Male/Female: _____

Address: _____ Apt.#: _____

Chicago, Illinois – 606 _____

Student Email Address: _____

Name of Parent/Guardian: _____

Parent Email Address: _____

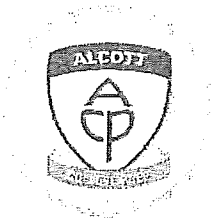
Telephone: _____ Best time to call: _____

Please note that the deadline for the student to submit this completed application to Alcott is rolling. It is the student's responsibility to submit all parts of the application together in one sealed envelope with the school official's signature on the seal.

To be completed by Alcott College Prep official

Date received: _____ Are all contents inside? Yes No

Sealed envelope with official's signature? Yes No



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Discipline/Behavior

Has the student ever been found responsible for a disciplinary violation at your school, whether academic or behavioral misconduct, that resulted in the student’s probation, suspension, removal, or expulsion?

Please attach any relevant disciplinary records.

Attendance

Has the student been tardy to school, skipped classes or had excessive unexcused or excused absences?

Please attach any relevant attendance records.

Required Additional Documentation for Transfer Consideration

Please enclose the following 7 pieces of documentation with this completed form. Please indicate “NA” if the piece is Not Applicable to the student.

_____ 1 / 7: The student’s official transcript

_____ 2 / 7: The most recent quarter grade report.

_____ 3 / 7: Current schedule of classes

_____ 4 / 7: All standardized test scores (EXPLORE, PLAN, PSAT/ACT, PSAT, AP, etc.)

_____ 5 / 7: Discipline records

_____ 6 / 7: Attendance records

_____ 7 / 7: IEP or 504 plans (if applicable)

If this documentation is not in a sealed school envelope with the school official’s signature on the seal, the student’s transfer application will be considered incomplete and will be discarded.

Current High School Official’s Signature _____ Date _____