

## Scholarship Transfer Request Form

The scholarship may be transferred to another participating private school during a school year. This form must be used to request a transfer of the scholarship. The parent/guardian of the student and an official of the new provider/private school, to where the parent/guardian is requesting the scholarship to be transferred, must sign this form.

*Please note that the Scholarship will be TERMINATED if a student withdraws from or is expelled from his/her Provider/Private school and does not enroll in another participating provider/participating school within 30 days (Ohio Administrative Code 3301-11-09).*

*Please check one --*

**I would like to transfer my EdChoice Scholarship to a different EdChoice Scholarship provider/private school**

**I would like to transfer my Cleveland Scholarship to a different Cleveland Scholarship provider/private school**

First Middle Last

**Student Full Name:**

First Middle Last

**Parent/Guardian Name:**

**Current Address:**

**Signature of**

**Parent/Guardian:**

**TRANSFER FROM:**  
**Last day of attendance at**  
**PREVIOUS Provider/School:**

/ /

(If address is different than what is in the system, parent MUST SUBMIT A CURRENT Utility bill for new address.) DATE SIGNED

**TRANSFER TO:**  
**First day of attendance at**  
**NEW Provider/School:**

/ /

Name of Previous Provider/School City IRN#

Name of New Provider/School City IRN#

**Signature of**  
**School Official:**

DATE SIGNED

### Please read carefully:

The new school is responsible for collecting this completed form from the parent/guardian and completing the on-line transfer for this student's scholarship. Remember to enter the tuition and attendance in order to receive payment. Note: The program requires that the Enrollment End Date (or withdrawal date) must be the student's actual last day of attendance at the previous school.

This form must be kept on file at the private school to where the student has transferred. The new school is solely responsible for entering all transfers once the student has been accepted and begins to attend the new school. As an option, consider uploading this Program Transfer Request form to the student's online application after completing the transfer process.