



THE EDUCATION CENTRE - AURORA

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Dear Families,

Each year the York Region District School Board staff work collaboratively to balance student enrolment and accommodation needs in an effort to ensure that students living in a school attendance area can attend their local secondary school. Further, those accepted on transfer into courses and/or programs outside their home school attendance area need to be accommodated without displacing or limiting opportunity for students who live locally. This letter is to inform you of secondary schools open and closed to student transfer requests for the 2023-24 school year in order to assist students in the transfer process and their course selection and pathway choices.

A. The following schools will not be accepting new student transfer requests for the 2023-2024 school year:

CEC Central: Aurora High School (for French Immersion), Bayview Secondary School, Richmond Hill High School

CEC East: Markville Secondary School, Pierre Elliott Trudeau High School, Unionville High School

CEC North: Newmarket High School

CEC West: Hodan Nalayeh Secondary School (for French Immersion), Stephen Lewis Secondary School

B. The following schools will be open to new student transfer requests for the 2023-2024 school year:

CEC Central: Alexander Mackenzie High School, Aurora High School (only for Regular Track), Dr. G. W. Williams Secondary School, King City Secondary School, Langstaff Secondary School, Richmond Green Secondary School

CEC East: Bill Hogarth Secondary School, Bur Oak Secondary School, Markham District High School, Middlefield Collegiate Institute, Milliken Mills High School

CEC North: Dr. John M. Denison Secondary School, Huron Heights Secondary School, Keswick High School, Sir William Mulock Secondary School, Stouffville District Secondary School, Sutton District High School

CEC West: Emily Carr Secondary School, Hodan Nalayeh Secondary School (only for Regular Track), Maple High School, Thornhill Secondary School, Thornlea Secondary School, Tommy Douglas Secondary School, Westmount Collegiate Institute, Woodbridge College

Transfer Process:

Note:

- “Home school” refers to the YRDSB school you are designated to attend based on your home address.
- Where your signature is required, either an electronic signature or full name entered in the signature field will be accepted as a signature.

By February 3, 2023, Families interested in a student transfer must request an electronic Transfer Request form and submit it as indicated below:

- **YRDSB Grade 8 students** request the [Transfer Request form](#) from their current elementary school. Complete the form and email to your current elementary school. If “other” is selected as the reason for request, your Principal will contact you to discuss the request.
- **YRDSB Secondary school students** request and email the completed form to their current secondary school. If “other” is selected as the reason for request, your Principal will contact you to discuss the request.
- **Students new to YRDSB for Secondary School** request and email the completed form to their YRDSB designated secondary home school (as indicated in [school locator](#)) along with a [registration form](#). If “other” is selected as the reason for request, the Principal of your YRDSB designated secondary home school will contact you to discuss the request.

By February 13, 2023, students will be notified of the decision of their transfer request.

On February 16, 2023, YRDSB Grade 8 students will be mapped to their transfer school (if approved) and can begin submitting their courses in *My Pathway Planner*.

By February 24, 2023 by 4 pm course selections are due as indicated below:

- **YRDSB Grade 8 students** will complete course selection in *My Pathway Planner*.
- **YRDSB secondary school students and secondary school students new to YRDSB** will complete course selection as indicated by the secondary school.

For more information on attendance areas and student transfers, families are encouraged to review the process outlined in [Board Policy #108 Student Accommodation – Attendance Areas and Student Transfers](#). If you have questions about the Transfer process please contact your home school.

Thank you,

Tod Dungey

Associate Director of Education
Leadership and Schools