

Transfer Process

- “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.

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.