

Enrolling for Next Year and Transfer Paperwork

On the MCCSC homepage (www.mccsc.edu), go to the families tab.



Once in this tab, click on Enrollment.



When you are in the Enrollment section, you can reenroll your student for next year. Make sure to update all information, especially new email addresses. You will see:

- Current Student (Grades 1-12) Online Registration – Click on this one if you are currently enrolled
- New to MCCSC Online Enrollment Procedures – Click on if you are a new student to MCCSC or upcoming kindergartner during the 2020-2021 school year.
- Required Documents – Click here for transfer requests.

Out of District and Transfer Enrollment

Once here you will choose **Inter-MCCSC school – Student transfer**, if you live in the MCCSC school district, but NOT University's district. It looks like this and you can fill in the information and email it to your HOMESCHOOL principal or mail it to their school. For example: If you attended University School for the 2019-2020 school year on transfer from Arlington Elementary, you will need to complete this form again and send it to Arlington Elementary for approval BEFORE it comes to University School. Please note the qualifiers/requirements on the second page of the request form.



INTER MCCSC SCHOOL TRANSFER REQUEST FORM GradesK-12						
Transfers may be approved for one year only. Parent must request renewals annually.						
Student Name:	Date of Birth:					
Parent/Guardian Name:						
Current Address:						
Work Phone:	Home Phone:					
Home School:	Grade at transfer:					
Desired School:	Desired date of transfer:					
<input type="radio"/> Initial Inter-School Transfer Request	<input type="radio"/> Request for Renewal of Previous Transfer					
For this transfer request to be considered, the party initiating the transfer must present detailed reasons for the transfer request in the space below:						
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If you are transferring from OUT OF DISTRICT (ex. Brown County Schools), you will click on **Out of MCCSC District – Student Transfer**. It looks like the page below. You can fill in the information and email it directly to me, ghopkins@mccsc.edu or mail it, attn. Glen Hopkins, University Elementary School, 1111 N. Russell Rd., Bloomington, IN 47408. Please note the qualifiers/requirements on the second page of the request form.



OUT OF DISTRICT STUDENT TRANSFER REQUEST FORM - Grades K-12

Transfers may be approved for one year only. Parent must request renewals annually.

Student Name:	Date of Birth:
Parent/Guardian Name:	
Current Address:	
Work Phone:	Home Phone:
Home School:	Grade at transfer:
Desired School:	Desired date of transfer:
<input type="checkbox"/> Cash Tuition Transfer Request	<input type="checkbox"/> Request for Renewal of Previous Transfer

For this transfer request to be considered, the party initiating the transfer must present detailed reasons for the transfer request in the space below:

If you have any questions, don't hesitate to contact me through email, ghopkins@mccsc.edu .